ZENITH COLLEGE AND CAREER PREP

ELEVATING EVERY FUTURE

BOARD OF DIRECTORS

November Board Meeting

Proposed Agenda

DATE	TIME	LOCATION
Wednesday, Nov. 04, 2026	5:00 PM	Online - Zoom

1. Future Board Meeting Schedule

- Discussion and possible action regarding future board meeting dates and times.

2. Charter Authorization Update

- Outcomes of the November 3rd authorization meeting and next steps.

3. Executive Director's Report

- **Enrollment:** Mariposa update, recruitment and application launch, and website readiness.
- **Grants/Fundraising:** CSGF, Andrew Carnegie/BES, Stand Together, CSP, and anticipated funding timelines.
- **Facilities:** Thomas Road Baptist Church, ROI property search, and financing discussions with Hilltop Securities and Raza Development Fund.

4. Treasurer's Report

- QuickBooks setup, chart of accounts, and restricted/unrestricted grant tracking.
- QCO tax-credit application status.
- Year-end donor acknowledgment letters.
- Discussion and possible selection of merchant services for accepting donations and credit-card payments.

5. Technology and Board Infrastructure

- Zenith Google Workspace, board email accounts, and board email group.
- Zenith-owned Zoom account.

6. Executive Director Employment Agreement and Compensation

- Discussion of Year 0 compensation and the employment agreement.
- Discussion and possible action to designate board members to review compensation information and contract terms, meet within one week, and return a recommendation to the full board.

7. Future Agenda Items

- Proposed data dashboard presentation and identification of additional topics for future meetings.