



TO: Business Operations Committee, Tennessee Public Charter School Commission

FROM: Tess Stovall, Executive Director, Tennessee Public Charter School Commission

DATE: October 17, 2022

SUBJECT: Charter Commission Operational Updates

#### Current Procurement Activities

- Since July 2022, the staff conducted the following procurement activities:
  - Ellevation
    - Began work with the vendor and Central Procurement Office regarding the fee-for-service contract for FY24.
  - LEA Supports
    - Staff has put together proposals for two short-term support contracts focused on federal grant reimbursements and professional development and technical assistance around foster care and students experience homelessness. We are working to determine the best timing for these contracted positions to start, and the best procurement path forward.

#### Office Space Update

- The Department of General Services (DGS) notified the Charter Commission that construction schedule for the 8<sup>th</sup> floor space is on track, and our scheduled move is tentatively late January 2023.

#### Commission Meeting Locations

- The conference rooms on the first floor of the Davy Crockett Tower are still in the process of shifting ownership from the Department of Commerce and Insurance to the Department of General Services and as well as receiving technology upgrades. Once these conference rooms become available for reservation by any agency, we will look to utilize these rooms for future Commission meetings.
- Additionally, DGS notified the Charter Commission, and other agencies, that the conference rooms in the Tennessee Tower will be undergoing technology upgrades. While this occurs, the conference and meetings rooms will be closed to reservations. Since the Commission has no dedicated meeting space, we may need to look at other options for future meetings until the Davy Crockett Tower and Tennessee Tower options are open and available for reservations. This may also include a greater cost to the agency for rental and livestream.