

**Minutes OF REGULAR MEETING OF THE BOARD OF DIRECTORS
WEST HOUSTON CHARTER ALLIANCE, INC.**

17th day of December 2008

At 6:30 p.m., at the school, 5618 Eleventh Street, Katy, Texas 77493-1971.

1. At 6:30 PM David called to order and announced a quorum.
2. Statement to attendees regarding the Hearing of Citizens agenda item.
3. Hearing of Citizens
4. Approve minutes for the October 15th and November 19th regular meetings of the Board of Directors – **Motion by Edna Sheppard (ES) to approve October 15 minutes. Second by Thom Polvogt (TG). Motion passed.**
5. Hear reports from the Administrator on:
 - a. Enrollment Growth Plan *Enclosed*
 - b. Report on implementation of the Campus Improvement Plan. *Enclosed*
Discussion: ES questioned Administrator on whether students scored at least 50% Math. Administrator responded no and explained plan to benchmark and determine which objectives and portion of objectives had not been taught. Lucina Botond (LB) questioned how WHCS students scored this year after implementation of new curriculum in comparison to last year. Administrator replied answer is unknown at this time.
 - c. Review on marketing activities for WHCS. *Enclosed*
 - d. Report on WHCS campus security. *Enclosed*
 - e. Report on fundraising activities. *None*
 - f. Report on status of WHCS facilities. *Enclosed*
 - g. Report on Audit. *Enclosed*
 - h. Report on PTO activities. *None*
6. Budget amendment for Administrator's salary – **Motion by LB to approve. Second by Judith Paul (JP). Motion passed.**
7. Firm of Thompson and Horton as WHCS legal counsel – **Motion by ES to approve. Second by TP. Motion passed.**
8. 403(b) plan – **Tabled until January meeting**
9. Wellness Policy – *Enclosed. Clarification that policy sets minimum standards but school may choose to perform at higher standard.*
10. Bond payment issues – If bond can be refinanced at a lower rate, bring a proposal to the Board. Recommendation to work with Finance & Budget Committee to resolve this matter and prepare recommendation for the Board.
11. Expansion Proposal – **Motion by TP to 1) define WHCS as K-12; 2) delay opening of 9th grade until 2011; and 3) form a committee of one Board member, Administrator, and one teacher to define requirements for 2011 start for 9th grade. Call for vote by DD. Motion opposed. Motion by Milenda Miskeski (MM) to submit a February 1, 2009 application to TEA requesting 1) approval to increase enrollment numbers to 522 and 2) approval for high school beginning with 9th grade in 2010 – 2011 year and adding no more than one grade per school year. Call for vote by DD. Motion passed. Clarification added that there is no obligation for WHCS to offer 9th grade or above and message to community should not be a guarantee or promise of this offering.**
12. Training – Sue Mitchell (SM) confirmed that each new Board member must complete the first 6 hours of his/her training within the first 6 months of appointment.
13. Reports from the Board Committees – **JP requested input on connecting with parent / community experts in the Finance area.**

14. Items to be placed on January 2009 regular Board meeting agenda:
 - a. Board Retreat Session
 - b. Review of TEA application mentioned in 11 above
 - c. Tom Haymes to present on communication strategy to enable greater parental involvement
15. Schedule January 21, 2008 at 6:30 PM date for the December meeting
16. Adjourn 8:54 PM

Additional Closed or Executive Session Authority

If during the course of the Board meeting covered by this Notice, the Board should determine that a closed or executive session of the Board should be held or is required in relation to any item included in this Notice, then such closed or executive meeting of session as authorized by Sections 551.071, 551.072, 551.073, 551.076, 551.0785, 551.082, 551.0821, 551.083, and 551.084 of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this notice or as soon after the commencement of the meeting covered by this Notice as the Board may conveniently meet in such closed or executive session.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive session, then such final action, final decision, or final vote shall be at either:

(a) The open meeting covered by this Notice upon the reconvening of this public meeting, or (b) A subsequent public meeting of the Board upon Notice thereof, as the Board shall determine.

The items listed in this notice may be considered in any order at the discretion of the Board of Directors or the Board President, items listed for closed session discussion may be discussed in open session, and items listed in this notice may be tabled and considered at a subsequent public meeting of the Board of Directors upon proper notice.

Certificate of posting or Giving of Notice

On this 14th day of November, 2008, at ____p.m. this Notice was posted on a bulletin board or other conspicuous location at a place convenient to the public at the West Houston Charter School, 5618 Eleventh Street, Katy, Texas 77493-1971 and was readily accessible to the general public at all times.

Judith Paul

Acting Secretary

West Houston Charter Alliance, Inc.