

**Minutes of the Regular Meeting of the Board of Directors  
West Houston Charter Alliance., Inc.  
August 17, 2010**

The Regular Meeting of the Board of Directors of the West Houston Charter Alliance, Inc., charter holder for West Houston Charter School was held on Tuesday, August 17, 2010 at 5:30 p.m. at the school, 5618 Eleventh Street, Katy, TX 77493-1971.

1. The meeting was called to order at 5:36PM by L. Botond, and a quorum was established. L. Botond, K. Crabb, D. Dwyer, D. Hamilton and R. Misra were present. Headmaster, Mr. R. Johnson, was also present.
2. Hearing of Citizens—The notice of the Hearing of Citizens was given by L. Botond.
  - a. April Stover- The Vision, Mission and Philosophy state that we “cannot abide mediocrity.” Therefore, we must expect the same from our teachers as we do from our students. She expressed concern that teachers without certification have been hired which may be perceived as settling and mediocre. She stated that she believes that we should expect more.
  - b. Kurt Lehmann- First, he expressed his concern that there may be a conflict of interest in having a member of the school board also be employed as a teacher. He also expressed concern over the book lists to be purchased by the parents. He asked that a list be created indicating which books are already owned by the school so that books aren’t duplicated unnecessarily. He was not sure if the books purchased by the parents would be kept by the families or be given to the school at the end of the year. LB responded to the factual statements in Mr. Lehmann’s comments. She stated that it was within the law for a school board member to also be an employee, and that the proper protocol was being followed. She also stated that all books purchased by families are to be kept by the families unless they choose to do something different with them.
3. DD motioned to approve the July 31, 2010 Special Board Meeting Minutes. KC second. Motion passed unanimously.
4. DD motioned to approve the August 4, 2010 Special Board Meeting Minutes as amended. KC second. Motion passed unanimously.
5. DD motioned to approve the November 17, 2009 Regular Board Meeting Minutes. KC second. Motion passed. KC and DH abstained.
6. No report from the PTO was given.
7. KC motioned to approve the Communication Policy as presented. DD second. Motion passed unanimously.
8. The Director of Operations, Siti, gave a report regarding specific bank accounts and their purposes.
  - a. The school has a Treasurer Management Checking Account that bears no interest. It is generally used for all business and payroll, and has most deposits placed into it, including grant money. An amount of \$800 per month is automatically transferred from this account to the Business Savings.
  - b. The school has a Business Checking account which bears no interest. It is generally used for local business.
  - c. The school has a Business Statement Savings account which bears minimal interest. Year to date interest is \$11.06.
  - d. The school has one Visa corporate account with a balance that is to be paid off.
9. Hear and discuss monthly financial report, including status of budget for each function and reconciliation statements. RJ  
No report at this time.

Budgetary meetings will be held bi-weekly until the budget is completed, then monthly thereafter.  
The fiscal year ends on 8-31-10.

10. Discuss, consider and determine all financial reports that will be needed for monthly board meetings. LB  
Discussion: A form will be created to see budget versus actual, and reconciliation of each account.
11. Discuss, consider and approve Budget Amendments and updates for 2009-2010. Tabled for further review.
12. Discuss, consider and approve the Proposed Budget for 2010 - 2011. Tabled for further review.
13. Discuss, consider and approve salary schedules for 2010-2011. Tabled for further review.  
Regina Misra abstained from all discussion involving salaries as per regulation.
14. DD motioned to approve the Student Handbook as amended. KC second. Motion passed unanimously.  
The statement "White polos have been added as a choice" will be removed.

LB made a motion to strike the line under Campus Behavior in the Student Handbook stating, "Each student receives a clean slate at the start of the next semester." DD second. Motion passed unanimously.

15. KC motioned to change the school day end time to 4:00PM in the Employee Handbook to reflect updated hours for employees. DD second. Motion passed unanimously.
16. DD motioned to approve the revised Dyslexia Policy for the school. KC second. Motion passed unanimously.
17. Discuss, consider and approve changes to the curriculum and Core Knowledge materials.  
Discussion:  
A guideline and discussion of the Core Knowledge sequence versus Classical Education sequence was given. It was determined that some areas of the curriculum are to be and have been board approved, but many areas should be left to the discretion of the Headmaster.  
Some Board decisions:
  - A vote must be taken to rescind any action previously approved.
  - A vote must be taken on large purchases for curriculum.
  - A vote must be taken if a decision goes against the vision, mission or philosophy.

LB motioned to rescind the Computer Skills Class, the Formal Logic Class, and the Money Management Class and to give the Headmaster flexibility to reestablish said classes in the future. DD second. Motion passed unanimously.

DD motioned to remove Core Knowledge as our scope and sequence. RM second. Motion passed unanimously.


18. Hear and discuss the report from Headmaster
  - a. Enrollment—There are only 31 on the waiting list at present. Enrollment is 315.
  - b. Financial—We are moving forward in the right direction.
  - c. Staff—Teachers have completed in-service training. They are enthusiastic. The office staff is hard at work preparing for the opening of school.
  - d. RSCCC—no report
  - e. Curriculum—We will be moving more fully into classical education.
  - f. Student Testing—K-8 will be tested in Reading and Math during the first week of school. The Saxon placement tests will be used for Math, and the K12 Reading Assessments will be used for Reading.
  - g. Extra-curricular—no report
  - h. Campus Improvement Plan—no report

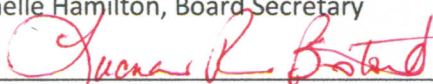
- i. Marketing—There are many thoughts on marketing our school including: press releases, invite the papers to write feature stories, update the website, social networking.
  - j. Campus Security—no report
  - k. Fundraising—no report
  - l. Communication Plan—no report
  - m. Facilities—The painting of the main areas and hallways was completed by volunteers.
  - n. Compliance—An extension was filed and granted for a report.
19. There was no adjournment to closed session.
20. Discuss, consider and approve short and long term goals for the school. RJ Tabled.
21. Discuss, consider, approve and schedule a planning meeting/ Headmaster workshop. RJ  
Discussion:  
Mr. Johnson will e-mail the board several available dates from which to choose the best available date.  
No further action was taken at this time.
- Break at 9:21PM.  
Reconvene at 9:23PM.
22. Discuss, consider, revise and approve Board Committees. LB Tabled.
23. Hear reports from Board Committees—No reports. There are no standing committees at this time.
24. Discuss items to be placed on the September Regular Board meeting Agenda.
- a. All tabled items.
  - b. D, c, a a board member to speak on behalf of the board in order to welcome families.
  - c. Present and discuss ideas from Rob Camper in order brand and promote the school.
  - d. D, c, a new or revised policies.
  - e. Discuss and review compliance calendar for all state and federal guidelines
25. RM made a motion to adjourn. DD second. Motion passed unanimously. Meeting adjourned at 9:41PM.

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*Submitted by Donelle Hamilton*

This is a true and correct copy of the minutes of the meeting held on August 17, 2010, as approved by the Board of Directors on 9-21-10.

  
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Donelle Hamilton, Board Secretary

  
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Lucina Botond, Board President