

**Minutes of Regular Meeting of the Policy and Procedure Committee
West Houston Charter Alliance, Inc.
August 26, 2010**

1. Call to order and establishment of a quorum at 2:07 p.m.. In attendance were Lucina Botond (LB), Donelle Hamilton (DH) and Reggie Johnson (RJ).

2. Reviewed the following drafts:

Grading policy-is corrected and ready.

Homework policy- is corrected and ready

Volunteer policy-RJ will write with help from PTO president. If DH has an old policy, she will provide that for use as a guideline.

School Self-Evaluation Policy- Would measure community relations, student learning, and testing, faculty, school culture. This would be based on a survey that can be given out to parents.

Campus Improvement Policy—RJ will form the required committee. DH will assist in researching guidelines.

3. **For Next Week:**

RJ will have prepared:

Freedom of Information Policy based on state law requirements.

Volunteer Policy

Building Use / Rental Policy

4. Next meeting is Friday, September 3 at 1:00 p.m.

5. Adjourned at 3:10 p.m.

The foregoing is a true and correct copy of the minutes.



Lucina Botond, Chair Policy and Procedure Committee