

**Minutes of the Regular Meeting of the Board of Directors
West Houston Charter Alliance, Inc.
September 20, 2011**

A Regular Meeting of the Board of Directors of the West Houston Charter Alliance, Inc., charter holder for West Houston Charter/Aristoi Classical Academy, was held on September 20, 2011 at 5:30 p.m. at the school, 5618 Eleventh Street, Katy, TX 77493-1971.


1. Call to order and establishment of a quorum. T.Polvogt called the meeting to order at 5:35 p.m. and instructed members in procedures for motions and discussion. In attendance were K. Crabb, R. Argueta-Misra, T. Nunamaker and B. Robb. Also present were Administrators B. Davidson and L. Cummins.
2. No hearing of citizens.
3. Discuss, consider, and approve minutes for September 9, 2011 Special Meeting. Motion to approve minutes: T. Nunamaker. Second: B. Robb. Approved unanimously.
4. Discuss, consider, and approve minutes for September 17, 2011 Special Meeting. Motion to approve minutes: K. Crabb. Second: T. Nunamaker. Approved unanimously.
5. Hear report from PTO: Custom Imprint America (parent representative) presented fundraising opportunity based on reformatted logo. Missy Baughman described what PTO wants to do to provide school items with logo that parents and others can purchase.
6. Discuss, consider, and approve the use of a reformatted logo by the PTO for school products. T. Nunamaker moved to approve the reformatted logo by the PTO for school products. Second: K. Crabb. Discussion: Branding process including logo reformatting has not been completed. Motion denied unanimously.
7. Discuss, consider and approve colors for school logo. KC Motion to accept orange as a logo color for the school: K. Crabb. Second: T. Nunamaker. Motion carried with Argueta-Misra voting nay. Discussion: other colors for logo to be discussed at a later date.
8. Discuss, consider, and approve amendment to the School's At-Will agreement form. Motion to approve amendment: K. Crabb. Second: B. Robb. Discussion: At-Will agreement should read: "In Lieu of overtime, an Employee may receive compensatory time as long as such time is taken during the school year in which it is accrued." Motion carried unanimously.

9. Motion to hear and discuss report from the Headmaster: R. Argueta-Misra. Second: B. Robb.
 - a. Enrollment: 300 students
 - b. Financial:
 - c. Staff: Allison Grafing is subbing for Mrs. Martin.
 - d. Curriculum
 - e. Student Testing
 - f. Extra-curricular
 - g. Campus Improvement Plan and Campus Needs Assessment
 - i. Conducted first meeting – committees are submitting reports
 - ii. Does the Board want copies of these reports?
 - h. Marketing
 - i. Conducting weekly meetings to compose letter to parents sharing ACA needs under construction. Upon completion of branding, expect to send out a tri-fold, a letter and a dvd.
 - ii. B. Davidson to send copy of her letter to board via email by 9/21
 - i. Campus Security
 - i. Fencing repair and completion donated by Heide Manna's contact Adam's Tree Service begins this week.
 - j. Fundraising
 - i. PTO Cookie Dough Fundraiser is over
 - k. Facilities
 - l. Compliance:
 - i. Issue school board members Annual Governance Reporting Forms to be filled out and returned by 11/1/11.
 - m. Uniform/Dress Code
10. No action taken on items from Headmaster's Report.
11. No adjournment to closed or executive session pursuant to Texas Government Code Sections 551.071 and 551.074 of the Open Meetings Act.
12. Motion to discuss mascot nomination committee and timeline: R. Argueta-Misra. Second: K. Crabb. Members of mascot nomination committee are board member: R. Argueta-Misra, teachers: J. Boreman, M. Chance and alum Reina Misra. Committee will convene pending the results of branding/logo meetings. Nominations will be accepted from the student body and presentation made to the whole board for final consideration.
13. Motion to hear and discuss the Treasurer's report B. Robb. Second: K. Crabb.
 - a. Some difficulty in meeting with Prosperity Bank representative has delayed the move to a new bank.
 - b. T. Nunamaker noted one error in Mr. Holman's report in that school is paying \$17,000 per month not \$15,257 toward the bond payment.
 - c. Interest and arrears should be paid off within 2 years.

14. Motion to hear Publicity Committee report B. Robb. Second T. Nunamaker.
Motion to approve the elements in the crest: K. Crabb. Second: B. Robb. Discussion:
elements of crest require more discussion. Motion tabled.
15. Discuss items to be placed on the October Regular Board meeting agenda.
 - a. Discuss, consider and approve the development of a system for approving any logo manipulation.
 - b. Discuss, consider, and approve bank approval.
 - c. Discuss, consider, and approve authorizing/trademarking school's logo and crest.
 - d. Discuss, consider, and approve Annual Governance Report forms.
 - e. Discuss, consider, and approve Investment Policy and Investment officer.
 - f. Discuss, consider, and approve Teacher acknowledgement program.
16. Motion to adjourn K. Crabb. Second: T. Nunamaker. Adjourned at 6:37 p.m.

Submitted by Regina Argueta-Misra, Board Member

This is a true and correct copy of the minutes of the meeting held on September 20, 2011, as approved by the Board of Directors on September 27, 2011.



Lucina R. Botond, Board President