

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
WEST HOUSTON CHARTER ALLIANCE, INC.
December 16, 2013**

A Regular Meeting of the Board of Directors of the West Houston Charter Alliance, Inc., charter holder for Aristoi Classical Academy, was held on **Monday, December 16, 2013 at 5:30 p.m** at the school, 5618 Eleventh Street, Katy, TX 77493-1971.

1. Call to order and establishment of a quorum. L. Botond called the meeting to order at 5:38 p.m. Also present were T. Polvogt, T. Nunamaker, W. Robb, A. Amboree, B. Davidson, and L. Cummins.
2. Hearing of citizens. Brad Webb spoke regarding the possibility of Parkway Fellowship opening a north campus in old Katy and said that the school might be able to rent its facilities for such a purpose on weekends.
3. Hear report from PTO representative. None
4. Discuss, consider and approve minutes for November 18, 2013 Regular Board Meeting. Motion to approve minutes: T. Nunamaker. Second: T. Polvogt. Approved unanimously.
5. Discuss and consider topics on Continuing Classical Education for school's leadership. L. Botond reminded the board of the planned January 5 board meeting and dinner with classical school consultants from Ridgeview Classical Schools.
6. Discuss, consider and approve facility expansion and/or renovations, to include any plans for leased land adjacent to school. Headmaster will be looking at enrollment scenarios which vary the number of students to be admitted depending on outcome of expansion amendments that will be filed with TEA in January.

Adriana Cox arrived at 5:54 p.m.

7. Discuss, consider and approve plans for refinancing or retiring remaining bond debt. ACA will wire payments to U.S. Bank for sinking fund and interest payments. \$120,000 of principle was paid off in October. In the last 6 months, the school has retired \$1.6 million in debt. Next step will be to talk to counsel regarding the forbearance which expires in June 2014. Reserve fund must still be replenished.
8. Discuss, consider and approve ideas and plans for storyboard for professional marketing. Tabled.
9. Hear report from Fundraising Committee Chair. T. Polvogt reported that there will be a barbecue cook off. Entry will be \$250 per team, with 3 people to a team. There will be at least one teacher team. Tickets will be sold for chili.
10. Hear report from Headmaster's Expansion Committee. T. Nunamaker will assist in researching land purchases.
11. Consider rescission of current Purchasing Policy and adoption of new purchasing policy. Motion to rescind current Purchasing Policy and replace with new purchasing policy: T. Polvogt. Second: T. Nunamaker. Approved unanimously.

12. Consider approval of amendment to charter for method of procurement of construction services. Motion to approve charter amendment request and board resolution to adopt Chapter 44 rules for construction: T. Polvogt. Second: T. Nunamaker. Approved unanimously.

13. Hear and discuss the report from the Headmaster. BD

- a. Enrollment
- b. Financial
- c. Budget to actual
- d. Bank reconciliation
- e. Bond payments and status of tender offer
- f. Other
- g. Staff. Have hired a new P.E. teacher, Mrs. Steen.
- h. Curriculum
- i. Student Testing
- j. Extra-curricular
- k. Before and After School Program
- l. Summer Programs
- m. Campus Improvement Plan and Campus Needs Assessment
- n. Marketing
- o. Campus Security
- p. Fundraising/Grants
- q. Facilities
- r. Compliance
- s. Uniform/Dress Code

14. Discuss and consider taking action from Headmaster's Report. None.

15. Hear and Discuss Treasurer's Report. None


16. Hear and Discuss Budget and Finance Committee Report. Tabled.

17. Discuss items to be placed on the January Special and Regular Board Meeting Agendas. January 5 Special Meeting, Review Audit Draft, R. Camper's Storyboard, Charter Amendment Requests for Expansion and Board Resolutions.

18. Adjourn. Motion to adjourn: A. Cox. Second: T. Polvogt. Approved unanimously. Adjourned at 6:59 p.m.

Prepared by Lucina Botond

This is a true and correct copy of the minutes of the meeting held on December 16, 2013, as approved by the Board of Directors on January 20, 2014.


Lucina R. Botond, Board President