

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
WEST HOUSTON CHARTER ALLIANCE, INC.
November 18, 2013**

A Regular Meeting of the Board of Directors of the West Houston Charter Alliance, Inc., charter holder for Aristo Classical Academy, was held on **Monday, November 18, 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 5:35 p.m. Also present were A. Cox, T. Nunamaker, T. Polvogt, William Robb, B. Davidson, L. Cummins and A. Amboree.
2. Hearing of citizens. None
3. Hear report from PTO representative. None
4. Discuss, consider and approve minutes for October 21, 2013 Regular Board Meeting. Motion to approve minutes: T. Nunamaker. Second: T. Polvogt. Approved unanimously.

R. Camper arrived at 5:40 p.m.

5. Discuss and consider topics on Continuing Classical Education for school's leadership. Discussed Dorothy Sayers speech, *The Lost Tools of Learning*, and Andrew Kern Blog Post, *School Building (How to Succeed as a Steward of a Classical School)*.
6. Discuss, consider and approve the list of charter amendments to file with TEA in January 2014; delegate authority to board member(s) to work with administrators in drafting and filing prior to deadline. Motion by T. Nunamaker, and Second by T. Polvogt to file amendments for the following:
 - a. Add Grade Levels 10-12;
 - b. Increase Enrollment to 1000 Students if no PreK amendment and 1100 if PreK Amendment is included;
 - c. Add Grade Levels PreK 3, 4 Year Old; and
 - d. Add a new campus for PreK.

However, if ACA does not qualify for a new school grant, no amendments will be filed for the addition of Pre-K grades or the new campus for Pre-K.

Approved unanimously.

Motion to delegate authority to Board President and Board Treasurer to work with Administrators to prepare and file amendment requests by deadline: T. Nunamaker. Second: W. Robb. Approved unanimously.


7. Discuss, consider and approve facility expansion and/or renovations, to include any plans for leased land adjacent to school. Still waiting for land planner and bids for clearing. Tabled.

8. Discuss, consider and approve plans for refinancing or retiring remaining bond debt. No new action.
9. Discuss, consider and approve ideas and plans for storyboard for professional marketing. R. Camper will develop ideas provided by Board members and administrators about what all would like the community to know about ACA/Classical Ed. December meeting-R. Camper will bring outline based on ideas provided.
10. Hear report from Fundraising Committee Chair. T. Polvogt discussed idea of Chili Cookoff. There could be some time conflicts due to Spring Festival held by PTO.
11. Hear report from Headmaster's Expansion Committee. Tabled.
12. Discuss, consider and approve Local Wellness Policy. Motion to approve policy: T. Polvogt. Second: R. Camper. Approved unanimously.
13. Discuss, consider and approve Charter Amendment request to expressly adopt TEC Chapter 44, Subchapter B as the charter holder's process for awarding a contract for the construction, repair, or renovation of a structure, road, highway, or other improvement or addition to real property. Tabled.
14. Hear and discuss the report from the Headmaster. BD
 - a. Enrollment. Current enrollment is 434, with 31 on waiting list.
 - b. Financial- Report by A. Amboree on Bank Rec and Budget to Actual
 - c. Budget to actual
 - d. Bank reconciliation
 - e. Bond payments and status of tender offer
 - f. Other
 - g. Staff
 - h. Curriculum. Singapore math review and training on Jan. 6, 2014. 2014 Society for Classical Learning Conference is in Austin June 25-28. Would be good for Board and Teachers to Attend.
 - i. Student Testing
 - j. Extra-curricular. Chess club began in November. Veterans Day-had great attendance including Marine Corps vet Frank Miner, Congressmen Dwayne Bohac, Bill Callegari and John Zerwas. Flag football team earned 2nd place in District. Boys and Girls basketball begins this fall.
 - k. Before and After School Program
 - l. Summer Programs
 - m. Campus Improvement Plan and Campus Needs Assessment
 - n. Marketing.
 - Ms. Manna provided update on Gala earnings. Expenses were \$8000. Earnings were \$33,000. Net raised was \$25,000.
 - Ms. Manna reported that Katy Christian Magazine is placing ACA article and pictures in the January 2014 issue, which will mention Open House on January 25. Article will make clear that ACA is a public charter school.

- o. Campus Security
 - p. Fundraising/Grants
 - q. Facilities. Roof on admin building to be replaced. Still need awnings over large building doors.
 - r. Compliance
 - s. Uniform/Dress Code
15. Discuss and consider taking action from Headmaster's Report. None
16. Hear and Discuss Treasurer's Report. T. Nunamaker reports: On schedule to pay sinking fund payment for bonds on time.
17. Hear and Discuss Budget and Finance Committee Report. None
18. Discuss items to be placed on the December Regular Board Meeting Agenda. R. Camper Storyboard, Security System Proposals, Property Expansion, Draft Audit, Fundraising.
19. Adjourn. Motion to adjourn: T. Nunamaker. Second: R. Camper. Approved unanimously. Adjourned at 8:11 p.m.

Prepared by Lucina Botond

This is a true and correct copy of the minutes of the meeting held on November 18, 2013, as approved by the Board of Directors on 12/16/13.


Lucina R. Botond, Board President