

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEST HOUSTON CHARTER ALLIANCE, INC.  
May 19, 2014**

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, May 19, 2014 at 5:45 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 7:00 p.m. Also present were A. Cox, W. Robb, B. Webb, T. Nunamaker, T. Polvogt, B. Davidson, A. Amboree and L. Cummins.
2. Hearing of citizens. None
3. Introduce new Assistant Headmaster/High School teacher Matt Watson. Tabled.
4. Discuss, consider and approve minutes for May 5, 2014 Special Board Meeting. Motion to approve minutes: T. Polvogt. Second: W. Robb. A. Cox stepped out; all others voted aye. Minutes approved.
5. Adjournment to closed or executive session pursuant to Texas Government Code Section 551.072 of the Open Meetings Act, for the following purposes:
  - A. Discuss possible real estate purchases and negotiations with Tom Conlon, school's real estate agent. TABLED
6. Reconvene in open session. N/A
7. Take action on matters discussed in closed session. N/A
8. Discuss consider and approve any items related to expansion or renovation in preparation for 2014-15 school year and beyond, including but not limited to: leased land west of the school, purchase of property north of the school on 13<sup>th</sup> street, purchase of any other property that might be available for school expansion, issues relating to possible school relocation in the future, and architectural and construction related projects.

Administrators submitted site plan for leased land to City of Katy. City denied plan for placing portables and parking lot. Will need to submit a request for Special Use Permit to city. Have a meeting scheduled on Wednesday May 21 at 9:30 a.m. with the mayor and city staff to discuss the use of the land. The 13<sup>th</sup> street property that the school was thinking of purchasing is zoned commercial, which can't be used for a school. Real estate agent, Mr. Conlan, is looking for other potential property for the school. Motion to withdraw the school's offer to buy the property on 13<sup>th</sup> Street: L. Botond. Second: T. Polvogt. Approved unanimously.

9. Discuss, consider and approve ideas and plans for storyboard for professional marketing. Tabled.
10. Discuss, consider and approve plans for refinancing or retiring remaining bond debt and financing for expansion projects. A. Amboree is seeking lenders who might refinance and finance expansion.
11. Discuss, consider and approve 2014-15 Employee Handbook. Tabled.
12. Discuss STAAR Results. Results not in yet: Tabled.

13. Hear presentation on Singapore Math, then discuss and consider approval of new math curriculum. Patti Chesney from Singapore Math presented to the board regarding the second generation of the program, which covers K-8 math. Mrs. Porter, 4<sup>th</sup> grade teacher, also reported to the board on her piloting Singapore Math with her class this school year. The board will wait for pricing and presentation on the math that would be used for high school grades prior to making a decision on whether to switch from Saxon Math to Singapore.
14. Discuss, consider and approve Instructional Materials or Technological Equipment Sale or Disposal Request Form. Motion to approve the form: T. Nunamaker. Second: T. Polvogt. Approved unanimously.
15. Discuss, consider and approve potential name change for charter holder. Tabled.
16. Discuss, consider and approve fundraising projects, such as Indiegogo. Tabled.
17. Hear report from Fundraising Committee Chair. T. Polvogt reported that Grillin and Chillin did not make a profit and that the cook off was cancelled due to shortage of entries. The event was a family fun day rather than a fundraiser.
18. Discuss, consider and approve revised Facilities Use Policy. Tabled.
19. 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. Need to hire kinder teachers and a few other positions.
  - h. Curriculum.

Latin teacher, L. Jones presented various plans to the board regarding the school's Latin program to begin in 2015-16. Her recommended plan is as follows. It is recommended that the school use a study of Latin roots for grades 4 and 5, and have an introductory Latin in grade 6 (*Minimus Primus*) for all students. Beginning in 7<sup>th</sup> grade, students will have an option of whether to start Cambridge Latin for language credit or to take a Latin enrichment course for credit as a specials class. High school requirement is two years of Latin, but those who opt- in to Cambridge in junior high may earn high school credit while still in junior high. In the 2014-15 Transition Year: all 6<sup>th</sup> Graders will take Enrichment Latin using *Minimus Primus*. 7<sup>th</sup> Graders will take either Cambridge Unit I or Enrichment Latin using *Minimus Secundus*. 8<sup>th</sup> Graders will either take Cambridge Unit II, Accelerated Unit II or 8<sup>th</sup> Grade Enrichment Latin. 9<sup>th</sup> Graders will take Cambridge Unit II, or Unit II-III, or 9<sup>th</sup> Grade Accelerated Unit II or 9<sup>th</sup> Grade Latin I (Units I and II).

- 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
20. Discuss and consider taking action from Headmaster's Report. Motion to adopt L. Jones' recommended changes to Latin program: T. Nunamaker. Second: B. Webb. Approved unanimously.
21. Discuss Board Training for summer. We need to have board training in summer. L. Botond will collect optional dates and get input from members on best day.
22. Hear and Discuss Treasurer's Report. None
23. Hear and Discuss Budget and Finance Committee Report. None
24. Discuss items to be placed on the June Regular Board Meeting Agenda. Employee handbook, Board Discipline, Expansion, Building Use Policy, Singapore Math.
25. Adjourn. Motion to adjourn: T. Nunamaker. Second: A. Cox. Approved unanimously.  
Adjourned at 9:15 p.m.

Prepared by Lucina Botond

This is a true and correct copy of the minutes of the meeting held on May 19, 2014, as approved by the Board of Directors on June 16, 2014.

  
Lucina R. Botond, Board President