

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEST HOUSTON CHARTER ALLIANCE, INC.  
January 20, 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, January 20, 2014 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 5:31 p.m. Also present were A. Cox, T. Nunamaker, T. Polvogt, W. Robb, B. Davidson, A. Amboree and L. Cummins.
2. Hearing of citizens. None.
3. Hear report from PTO representative. None
4. Discuss, consider and approve minutes for December 16, 2013 Regular Board Meeting. Motion to approve: A. Cox. Second: T. Polvogt. Approved unanimously.
5. Discuss, consider and approve minutes for January 5, 2014 Special Board Meeting. Tabled
6. Discuss, consider and approve minutes for January 13, 2014 Special Board Meeting. Tabled

R. Camper arrived at 5:45 p.m.

7. Discuss and consider taking school's brand to the next level. R. Camper discussed getting marketing and administration up to date on brand documents to facilitate marketing decisions involving use of the brand.
8. Discuss, consider and approve ideas and plans for storyboard for professional marketing. Tabled.
9. Discuss, consider, approve and sign Annual Audit Report. Motion to approve audit report: T. Polvogt. Second: W. Robb. Approved unanimously.
10. Discuss, consider and approve offer to purchase property near school. A. Amboree reported that small lot just east of the school has already been sold.
11. Discuss, consider and approve facility expansion and/or renovations, to include any plans for leased land adjacent to school. Still waiting for Valli design for extension.
12. Discuss, consider and approve doorbell system for front building. One has already been installed.
13. Discuss, consider and approve:
  - (a) Board Resolution and Charter Amendment Request to Increase Maximum Enrollment, including the required consideration of the business plan; Motion to approve resolution and amendment request after discussion of items on request checklist: T. Polvogt. Second: W. Robb. Approved unanimously.
  - (b) Board Resolution and Charter Amendment Request for Additional Grade Level Expansion. Motion to approve resolution and amendment request: W. Robb. Second: R. Camper. Approved unanimously.

14. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.074 of the Open Meetings Act, for the following purposes:

Adjourned to closed session at 6:12 p.m.

A. Personnel/Public Officer Matters

i. Deliberate the selection of prospective candidates for Board of Directors

15. Reconvene in open session. Reconvened at 7:43 p.m.

16. Take any action necessary from closed session. Motion to elect Brad Webb to board: T. Polvogt. Second: A. Cox. Approved unanimously.

17. Discuss, consider and approve plans for refinancing or retiring remaining bond debt. Need to speak with bond counsel regarding a reworking of the forbearance agreement with US Bank. Principle owed is now \$1,125,000 and approximately \$220,000 is owed to replenish the reserve fund.

18. Hear report from Fundraising Committee Chair. T. Polvogt announced the Griffins "Chillin and Grillin" at Smith Ranch on May 17, 2014. Hoping for 20 teams with entry of \$250/team. Plan to have good prizes. Guests will purchase tickets for barbecue and drinks.

19. Discuss, consider and approve adoption of new purchasing policy. Motion to approve revised purchasing policy which provides that administration needs board approval of one-time expenditures in excess of \$7500: T Nunamaker. Second: R. Camper. Approved unanimously.

20. Discuss, consider and approve continuation or revision of investment policy. Tabled.

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

a. Enrollment. Currently 429, with a waiting list of 22.

b. Financial

c. Budget to actual

d. Bank reconciliation

e. Bond payments and status of tender offer

f. Other

g. Staff. Still need to hire a receptionist. Hired a gym teacher, Mrs. Steen. There is a classical training in Austin in June.

h. Curriculum. Admin will be considering two different versions of Singapore Math to determine which to present to the board for consideration.

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

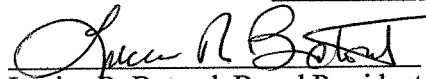
p. Fundraising/Grants

- q. Facilities
- r. Compliance
- s. Uniform/Dress Code

- 22. Discuss and consider taking action from Headmaster's Report. None
- 23. Hear and Discuss Treasurer's Report. None
- 24. Hear and Discuss Budget and Finance Committee Report. Next meeting will be used to update the business plan.
- 25. Discuss items to be placed on the February Regular Board Meeting Agendas. Rob's Storyboard and School Calendar.
- 26. Adjourn. Motion to adjourn: T. Nunamaker. Second: A. Cox. Approved unanimously.  
Adjourned at 8:39 p.m.

Prepared by Lucina Botond

This is a true and correct copy of the minutes of the meeting held on January 20, 2014, as approved by the Board of Directors on February 24, 2014

  
Lucina R. Botond, Board President