

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
WEST HOUSTON CHARTER ALLIANCE, INC.
February 24, 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, February 24, 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 5:35 p.m. Also present were B. Webb, T. Nunamaker, W. Robb, R. Camper, 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 January 5, 2014 Special Board Meeting. Motion to approve minutes: T. Nunamaker. Second: B. Webb. Approved unanimously.
5. Discuss, consider and approve minutes for January 13, 2014 Special Board Meeting. Motion to approve minutes: T. Nunamaker. Second: W. Robb. Approved unanimously.
6. Discuss, consider and approve minutes for January 20, 2014 Regular Board Meeting. Motion to approve: R. Camper. Second: T. Nunamaker. Approved unanimously.
7. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.074 and 551.0821 of the Open Meetings Act, for the following purposes:

First Adjournment: Adjourned to closed session at 5:39 p.m. to discuss item 7.A.2

Second Adjournment: Adjourned to closed session at 7:23 p.m. to discuss item 7.A.1

T. Polvogt arrived at 5:43 p.m.

A. Personnel Matters (551.074)

1. Deliberate the possible appointment, employment, reassignment, and duties of Headmaster and Dean of Students.
 2. Hear any complaints or charges against a teacher at the School (551.074, 551.0821)
8. *Reconvene in open session. Reconvened in open session at 6:16 p.m. after first adjournment. Reconvened in open session at 7:36 p.m. after second adjournment.*
9. Take any action necessary from closed session. None from either session.
 10. Discuss dress code policy concerns raised by parents and consider potential changes. Discussed with Clark family, Headmaster, and Dean of Students recommendations for policy changes regarding dress code enforcement for K-2 grade students. It was recommended that parents get a warning prior to child receiving detention for violations of dress code.

Headmaster recommended:

- 1) on first offense, parents would receive a written warning;
- 2) on second offense, parents would receive notice of the violation and the child would receive lunch detention rather than recess detention; and
- 3) on third offense, child would receive an additional lunch detention and parents would be required to meet with the Dean of Students to discuss next steps.

Motion to approve immediate Policy Change for enforcement of dress code in grades K-2 only, as outlined by Headmaster above: T. Nunamaker. Second: R. Camper. T. Nunamaker, L. Botond, B. Webb, T. Polvogt, R. Camper aye. W. Robb nay. Policy Change is adopted, and Headmaster will notify parents of change.

11. Hear from H. Manna and B. Sarver regarding need for parent information meeting on school finance and expansion and take any action needed to prepare for such a meeting. Mr. Sarver recommended to the board that it hold a parent/board appreciation meeting to let parents know that the board appreciates parent involvement and donations. It would also be an opportunity to let parents know of financial needs in expanding school. The Fundraising Committee will discuss possible options on time and format and make a suggestion to the board.
12. Discuss *The Great Conversation* by Robert Hutchins as part of Continuing Classical Education. Board discussed the importance of providing a classical “liberal” education in the modern day as outlined in this classic article.
13. Discuss, consider and approve ideas and plans for storyboard for professional marketing. R. Camper asked for input from board members on developing ideas for video. Tabled.
14. Discuss contingencies that may arise if enrollment increases, and take any necessary action to prepare for coming school years. None
15. Discuss, consider and approve facility expansion and/or renovations, to include any plans for leased land adjacent to school. Still need proposals on clearing leased land and on expanding brick building in a two story extension.

Motion to delegate authority to Headmaster and Business Manager to hire architect and to get drawings and bids on building expansion: L. Botond. Second: T. Nunamaker. Approved unanimously.

Motion to delegate authority to Headmaster and Business Manager to get bids on clearing leased land: T. Nunamaker. Second: W. Robb. Approved unanimously.

16. Discuss, consider and approve school calendar for 2014-15. Motion to approve calendar presented: W. Robb. Second: R. Camper. Approved unanimously.
17. Discuss, consider and approve plans for refinancing or retiring remaining bond debt. No discussion

18. Hear report from Fundraising Committee Chair. T. Polvogt and B. Sarver explained plans for barbecue cook off at Smith Ranch on May 17. There will be pony rides, baseball, tractor ride, paddleboats. There should be 20 cooking teams ideally. Info should go out soon.
19. Hear and discuss the report from the Headmaster. BD
 - a. Enrollment. Currently at 436. Community enrollment opens March 3 for lottery.

W. Robb left at 9:13 p.m.

- b. Financial. Treasurer asked for bank rec.
 - c. Budget to actual. On track for this time of year.
 - d. Bank reconciliation
 - e. Bond payments and status of tender offer
 - f. Other
 - g. Staff
 - h. Curriculum
 - i. Student Testing. STAAR benchmarks look good. Students are generally where they need to be in preparation for STAAR.
 - 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. None
 21. Hear and Discuss Treasurer's Report. None
 22. Hear and Discuss Budget and Finance Committee Report. Committee is currently meeting every two weeks to improve business plan.
 23. Discuss items to be placed on the March Regular Board Meeting Agenda: Dress Code, Form 990, Parent/Student Handbook.
 24. Adjourn. Motion to adjourn: T. Nunamaker. Second: R. Camper. Approved unanimously. Adjourned at 9:30 p.m.

Prepared by Lucina Botond

This is a true and correct copy of the minutes of the meeting held on February 24, 2014, as approved by the Board of Directors on 3/17/14.


Lucina R. Botond, Board President