

**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF
ARISTOI CLASSICAL ACADEMY, INC.**

August 21, 2023

A Regular Meeting of the Board of Directors of Aristoi Classical Academy, Inc., charter holder for Aristoi Classical Academy ("School") was held on **Monday, August 21, 2023, at 5:30 p.m., at the school**, 5610 Morton Road, Katy, TX 77493-1971 in classroom F1.

1. Call to order and establishment of a quorum. L. Botond called the meeting to order at 5:31 pm. Also present were W. Clark, A. Cox, B. Havlik, A. Hovis, C. Gillespie, M. Watson, A. Amboree, K. Locheed, M. Pertuso, and J. Creech. D. Light was unable to attend.
2. Hearing of citizens. – **None**
3. Approve Consent Agenda: - **Motion to Approve Consent Agenda with the removal of item D: L. Botond, Second: C. Gillespie, APPROVED: Unanimously**
 - a. Minutes for July 17, 2023, Regular Board Meeting
 - b. Superintendent's Report
 - c. Financial Update from Business Office
 - d. Report from Budget Finance Committee
4. Discuss and consider updates on capital campaign.

Andrew Robison joined the meeting via video conference. July and August launched the capital campaign with donor meetings and the formation of the Capital Campaign Committee. August 29th will be the first meeting of the full committee. There will also be an upcoming training for the members to help with the soliciting of donors. September 30th will be the first event, which will be to host alumni and prospective donors. There will also be videographers at that event to gather footage for future capital campaign materials. Mr. Robison also provided a cash flow projection and is hoping to see \$500,000 by the end of the year. He also explained that the pledge goal does exceed the cash goal to adjust for any donations that may not materialize, but the cash goal remains at \$4 million. The committee members have already begun making lists of nonprofits and other potential donors, and Petrus will begin reapproaching those that participated in the feasibility study.
5. Discuss and consider updates to the Morton Road Expansion Plan and Financing.

Administration has begun interviews with potential underwriters for financing. Now that work has begun with Jack Duran there should be more clarity regarding the timeline for expansion plans. Based on the proposed amount of scheduled site visits in the contract there is the possibility that there will need to be consideration in the budget for someone to help with construction management or administration may have to support that in some ways. Additionally, Crossover will soon have site surveys that will help in the infrastructure planning for the Campus Makers at Cypress.

6. Discuss, consider, and approve non-expansion charter amendment and accompanying board resolution to revise the Aristoi organizational chart.
TEA may not approve the proposed organizational chart due to the “dotted line positions” which represent future employees with those titles. They may require only the current organizational chart as opposed to future plans. It would be beneficial to show a dotted line from the Board of Directors to the Chief Financial Officer to reflect the boards financial oversight. At-will- contracts will need to reflect the job titles as they are on the organizational chart. Additionally, job descriptions and signature titles may require updating. M. Watson expressed the most urgent need would be to fill the role of Director of Development based on the demands with Aristoi expansion. It was requested that the Board of Directors, approve the proposed organizational chart including the aspirational roles, with the understanding that we may need to amend.
Motion to Approve with the Addition of a Connecting Line from the Board of Directors to Chief Financial Officer: A. Hovis, Second: B. Havlik, APPROVED: Unanimously

7. Discuss, consider, and approve the 2022-2023 Final Amended Budget for fiscal year ending August 31, 2023.
Motion To Approve the 2022-2023 Final Amended Budget for Fiscal Year Ending August 31, 2023: L. Botond, Second: A. Hovis, APPROVED: Unanimously

8. Discuss, consider, and approve the 2023-2024 Budget.
The current budget reflects an updated Average Daily Attendance (ADA) of 96.5% and the revenue from federal grants did not change. The start of school is noticeably earlier than that of surrounding ISD’s in order to fill any no-show seats early in the school year.
Motion to Approve the 2023-2024 Budget: C. Gillespie, Second: A. Hovis, APPROVED: Unanimously
Motion to Approve Federal Grants for 2023-2024: C. Gillespie, Second: A. Hovis, APPROVED: Unanimously

9. Discuss, consider, and approve Superintendent Salary.
The board was presented with comparable salaries for Superintendents from surrounding Charter schools. There were wide ranges to the amount of staff and to the overall salaries. A. Amboree said that the raise is within the provided salary range, work would be needed to find room in the budget for the increase. Taking into consideration Aristoi’s growth, the upcoming expansion, and capital campaign A. Cox proposed an annual salary of \$140,000 to reflect a 6.5% increase.
Motion to Approve Superintendent’s Salary of \$140,000: A. Cox, Second: C. Gillespie, APPROVED: Unanimously

10. Discuss, consider, and approve removal of Brenda Davidson from approved signatories on Prosperity Bank accounts.
Motion to Approve the Removal of Brenda Davidson from Approved Signatories on Prosperity Bank Accounts: A. Cox, Second: B. Havlik, APPROVED: Unanimously

11. Discuss, consider, and approve a proposal from Hotchkiss Insurance company for Aristoi's insurance coverage.
Motion to Approve Contract with Hotchkiss Insurance Company for Aristoi's Insurance Coverage: A. Hovis, Second: L. Botond, APPROVED: Unanimously
12. Discuss, consider, and approve contract with Architect, Jack Duran of Blueline Architects for expansion project at Katy Campus.
Motion to Approve Contract with Jack Duran of Blueline Architects for the Expansion project at Katy Campus: L. Botond, Second: B. Havlik, APPROVED: Unanimously
13. Discuss, consider, and approve contracting of website management system.
D. Gonzalez presented the available options to the board with the addition of SchoolNow. Ms. Gonzalez has spoken with customers of SchoolNow and received only positive feedback. They will provide assistance in becoming ADA Compliant, the repair of any broken links, and the transfer of current website prior to the expiration of Aristoi's contract with Edlio. The cost of \$5,316 does not include the app but the website will be mobile friendly. The Marketing and IT department are recommending the consideration of contracting with SchoolNow for future website management.
Motion to Approve the Contracting of SchoolNow for Website Management: W. Clark, Second: B. Havlik, APPROVED: Unanimously
14. Discuss, consider, and approve contract with Maintenance World for janitorial and maintenance services at Katy Grammar and Katy Logic & Rhetoric campuses.
Motion to Approve Revised Contract with Maintenance World for Janitorial and Maintenance Services at Katy Grammar and Katy Logic & Rhetoric Campuses: W. Clark, Second: C. Gillespie, APPROVED: Unanimously
15. Discuss and consider an update on the Cypress Campus, including but not limited to enrollment, facilities, renovations, leadership team and faculty.
M. Pertuso reports that Cypress is at full enrollment with wait lists. The Lawson Center is now fully operational. He is meeting with church leadership on a bi-weekly basis. A 6th -8th grade math teacher has been hired, with vacancies remaining in 3rd grade and for a Special Education Paraprofessional. There are currently long-term substitutes in place where needed. Work continues on the elevator with repairs anticipated to be complete by September.
16. Discuss and consider an update on the Katy Grammar School, including but not limited to enrollment, facilities, renovations, leadership team and faculty.
T. Polvogt reports that enrollment is looking great. Teaching vacancies did open for the 4th grade position and for Art. There is a potential hire for the 4th grade position. The facilities are great with no issues to report. Ms. Polvogt also had positive remarks regarding the new Dean of Students.

17. Discuss and consider an update on the Katy Upper School (Logic and Rhetoric Schools), including but not limited to enrollment, facilities, renovations, leadership team and faculty.

Dr. Cimpean was unable to attend, however, K. Locheed reports that 60 new students were added to the Rhetoric School and 26 to the Logic School. They were able to start the school year fully staffed but now have a few positions that have become available. They are looking to fill the 6th grade Math position. Fortunately, a long-term sub was able to transition to a full-time 6th grade ELA role. Facilities will be working to extend the sidewalk for carpool. Parent orientation and Meet-The-Griffin were both successful events with good turnout. Ms. Locheed also wanted to acknowledge the hard work of Beverly Murphy in completing the master schedule, and Mr. Boling in the amount of camps that were offered over the summer.

18. Discuss and consider an update on planning and progress of the Greater Houston Campus.

Mr. Creech presented slideshow to update the Board on potential locations for the Greater Houston Campus. He has made several introductions to churches in areas of potential and has further meetings scheduled. Mr. Creech also presented visuals of his demographic research and how that has helped narrow down locations. He is hopeful a location can be secured by October, prior to open enrollment. Currently, the search is focusing on the West Houston Area.

19. Discuss, consider, and approve contract with Stream Realty Partners brokerage firm for the purpose of securing location for Greater Houston campus.

Motion to Approve Contract with Stream Realty Partners including Amendments made by the School Attorney, Maureen Singleton, and Administration: L. Botond, Second: W. Clark, APPROVED: Unanimously

20. Discuss and consider the STAAR results.

The raw scores are available but there will be more data available to report in September. Letter grades are anticipated to be available in November.

21. Adjournment to closed or executive session pursuant to Texas Government Code 551.076 of the Open Meetings Act, for the following purposes: **7:37 pm**

- a. Discuss and consider security updates including but not limited to discussion of security devices and audits. MW/CL

22. Reconvened to open session at 8:02 pm.

23. Take action on matters discussed in closed session.

Motion to Approve Resolution Discussed in Closed Session: L. Botond, Second: A. Cox, APPROVED: Unanimously

24. Discuss items to be placed on the September Regular Meeting Agenda.

- a. Administrative Salary Scale

- b. 2024-2025 Academic Calendar
- c. STAAR Results
- d. Underwriter and Bond Council

25. Motion to Adjourn: A. Hovis, Second: W. Clark, APPROVED: Unanimously
Adjourned at 8:03 pm.

Prepared by C. Gillespie

This is a true and correct copy of the minutes of the Regular Board Meeting held on August 21, 2023 as approved by the Board of Directors on September 18, 2023.



Lucina Botond, Board President