



**Notice and Agenda
Meeting of the Board of Directors of
Heritage Classical Academy
July 16, 2024 1:30 p.m.**

Notice is hereby given that a meeting of the Board of Directors of Heritage Classical Academy will be held on Tuesday July 16, 2024. The Board will convene the meeting in Open Session at 1:30 p.m. The Board will meet at 602 Sawyer Street, Suite 210, Houston, Texas 77007.

It is the intent of the Board to have a quorum physically present at the above address. Board members not physically present may participate by live two-way video and audio feed in accordance with the Texas Open Meetings Act. If a quorum of the Board cannot be physically present at the above address, it is the intent to have the presiding officer physically present at the above address.

Items will not necessarily be discussed or considered in the order they are printed on the agenda below. If, during the course of the meeting, discussion of any item on the agenda should be held in an executive or closed session, the Board will convene in such executive or closed session as permitted by and in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

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- A. Roll Call; Establishment of Quorum; Call to Order
 - B. Prayer and Pledge of Allegiance
 - C. Reading of the School Mission Statement and Vision
 - D. Parliamentary Procedure Information
 - E. Public Comments (At each regular meeting, the Board will allot 30 minutes to hear persons who desire to make comments to the Board generally during public comment, and shall allot time to hear persons who desire to make comments to the Board both generally or on specific agenda items. Persons who wish to participate in this portion of the meeting shall sign up

with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak. Each person who signs up shall be allowed to address the **Board one time for no more than 3 minutes**. Delegations of more than five persons are encouraged to appoint one person to present their views before the Board. If there are no public communications or comments, the board will proceed to other business. Please be advised that Board Meetings are meetings open to the public, not public meetings. The presiding officer reserves the right to set a time limit for public comments and other reasonable restrictions in accordance with applicable law.)

F. Approve Minutes from June 10th Regular meeting.

G. Closed Session:

Govt. Code 551.072 discussion of real estate matters for campus

Govt. Code 551.074 discussion of personnel matters

Govt. Code 551.074 to interview candidates for the position of head of school.

H. Review, discussion and possible action to accept Head of School's resignation.

I. Review, discuss and possible action to allow Chairman to negotiate a contract with Melissa Martin.

Committee Reports

J. Facilities Committee

1. Reconvene into Open Session to Consider and Take Possible Action on any Real Estate Matters Discussed in Closed Session
2. Security/Safety Sub-Committee Report

K. Finance and Governance Committee

1. Review, discuss and possible action on form for Head of School Evaluation
2. Budget Update

L. Academic Committee

1. Curriculum Committee Update
2. Library Committee Update

M. Community Outreach

1. Enrollment Plan
2. Social Media Plan

Adjourn

In accordance with the Texas Open Meetings Act (Subchapters D and E of Ch. 551, Tex. Gov't Code), the Board may enter closed meeting to deliberate any subject authorized by Subchapter D that is listed on the Agenda for this meeting.

Any final action, decision, or vote on a subject deliberated in closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

This notice was posted July 13, 2024 at 9:00 a.m.

Kathryn van der Pol

Board Secretary