

**NOTICE OF BOARD WORKSHOP  
OF THE BOARD OF DIRECTORS  
Heritage Classical Academy**

**Tuesday, February 25, 2025  
602 Sawyer Street, Suite 210, Houston, Texas 77007**

Notice is hereby given that the Board of Directors of **Heritage Classical Academy**  
will conduct a Board Workshop to be held on **February 25, 2025**

The Board will convene the meeting in Open Session at 2:30 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 provided that a quorum is present in person.

As this is a Board Workshop, no action will be taking place. The subjects to be discussed or considered are as follows:

- I. Welcome and Call to Order
- II. Committee Reports
  - A. Facilities Committee update on building inspections and renovation priorities;
  - B. Finance Committee and Superintendent update report on Budget, technology, software, and computer purchase discussion; procurement process;
  - C. Enrollment & Community Outreach Committee discussion on announcements, lottery, community events;
  - D. Head of School discussion on handbooks;
  - E. Education Specialist update on academic and board policies;
  - F. Upcoming Hillsdale leadership training and required TEA board training.
- III. Discussion of Benefits package and onboarding new employees.

Items will not necessarily be discussed or considered in the order they are printed on the agenda above. No board action will be taken in this workshop.

**Certificate as to Posting or Giving Notice**

**This notice was posted in compliance with the Texas Open Meetings Act on February 21, 2025 at 5 pm. This notice was posted at a place readily accessible and convenient to the public at the address listed above, and on the Heritage Classical Academy Website: [www.HeritageEd.org](http://www.HeritageEd.org).**

*Kathryn van der Pol*  
Kathryn van der Pol, Board Secretary  
**For the Board of Directors**