



Heritage Classical Academy
602 Sawyer Street
Suite 720
Houston, Texas 77007

Board Minutes – Special Meeting 11-13-23

Members present: Stuart Saunders (Chairman), Kathryn van der Pol (Secretary), Richard Hendee (Treasurer), Debra Boultinghouse, Sharon Griffin, Melissa Martin
Guest: Michael Fineberg.

Mr. Saunders called the meeting to order at 2:05 p.m. All members were present except for Richard Hendee who had to leave early. With quorum established, the meeting got down to business.

Since no members of the public attended, there was no need for a closed session, we proceeded to the next item on the agenda.

Mr. Saunders brought up item D Govt. Code 551.072 discussion of real estate matters for school campus. A general discussion was held on the advantages of leasing property over purchasing. Also discussed was converting church space versus office space to schools and various building code challenges, timelines for renovations, how to retain students if a school has to move, what happens if renovations fall behind schedule, the open enrollment and lottery challenges of year zero related to property

The latest church property that Mr. Saunders and Mrs. Boultinghouse toured in 77018 was discussed and Mrs. Martin presented the demographics of the area and an overview of the nearby schools in that location. Mrs. Martin and Mr. Saunders expressed their preference for this property.

It was the consensus of the board to continue researching and discussions with the church on this property as the church property on Pinemont may be too costly and time consuming. Mrs. Boultinghouse said she would ask a Project Manager to tour the site as soon as possible.

Mr. Saunders agreed to contact our attorney and to present a lease offer to the church.

Mrs. van der Pol made the motion “to authorize our Board Chairman to negotiate a contract for a school architect and a project manager after the selection process per Government Code 2254 is completed. Mrs. Boultinghouse seconded. Motion approved: 4-0

The Chairman adjourned the meeting at 3:35 p.m.

Respectfully submitted,

Kathryn van der Pol

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Board Secretary