



Heritage Classical Academy
1130 W. 34th Street
Houston, Texas 77018

Board Minutes – Regular meeting 12-2-25

Members present in person: Stuart Saunders (Chairman), Arthur Donnelly, Sharon Griffin, and Kathryn van der Pol. Present online: Richard Hendee. Guests (in person): Head of School Gabriel Michalak, our Interim Superintendent Alan Seay; (online) Administrative Assistant Farrell Saunders.

1. Mr. Saunders called the meeting to order at 5:18 p.m.
2. Mr. Seay opened with a prayer and Mr. Saunders led the Pledge of Allegiance and the Texas Pledge.
3. Ms. van der Pol read the school mission and vision.
4. No members of the public were present.

5. **Consent Agenda**

Mr. Donnelly moved to approve the consent agenda containing the minutes from the November 18, Regular Board meeting. Mr. Hendee seconded. Motion approved 5-0.

Mr. Donnelly voted to approve.

Ms. Griffin voted to approve.

Mr. Hendee voted to approve.

Mr. Saunders voted to approve.

Mrs. van der Pol voted to approve.

6. **Voting Items**

- a. After a presentation on childhood literacy and math board outcomes by the Interim Superintendent, Mrs. van der Pol moved to accept Interim Superintendent Seah's target goals for third grade STAAR percentages in literacy and math. Ms. Griffin seconded.

Motion approved 5-0.

Mr. Donnelly voted to approve.

Ms. Griffin voted to approve.

Mr. Hendee voted to approve.

Mr. Saunders voted to approve.

Ms. van der Pol voted to approve

7. **Reports**

Head of School, Mr. Michalak updated the board on his community outreach efforts. Thus far he has visited eight pre-schools and is planning to participate in two Christmas events in the community. The school is also hosting a Christmas movie for the community. The board was provided documentation regarding student enrollment, average daily attendance, and applications for the 2026-27 school year. The school lottery is to be held on February 1, 2026.

Mr. Michalak also reported on the Safety Committee's activities which had met earlier that afternoon. The Texas School Safety Center made some minor suggestions to the EOP plan,

and those suggestions have been reviewed and approved by the committee. The plan will be resubmitted to TxSSC. The next School Safety Committee meeting will be after the new year.

No other committees reported. Mrs. van der Pol requested time on the January agenda for an update from TPCSA.

8. **Adjournment:** Mr. Saunders adjourned the meeting at 6:15 p.m. The next meeting is scheduled for Tuesday, January 20.

Respectfully submitted,

Kathryn van der Pol, Board Secretary
Heritage Classical Academy