



Heritage Classical Academy  
1130 W. 34<sup>th</sup> Street  
Houston, Texas 77018

## Board Minutes – Regular meeting 2-17-2026

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

1. Mr. Saunders called the meeting to order at 5:17 p.m.
2. Mr. Saunders opened with a prayer. Mr. Saunders led the Pledge of Allegiance and the Texas Pledge.
3. Ms. Griffin 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 January 20, 2026. 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. **Action Items**

a. After Ms. Mooney presented the November and December financial statements, Mr. Donnelly moved to accept the financial report as presented. Mrs. van der Pol 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

b. Mr. Seay presented to the Board a Resolution for the Adoption of Policy Related to Prayer and Reading of Religious Text (in regard to Senate Bill 11.)

After discussion, the board took no action to approve the resolution at this time.

c. Academic Calendar – deferred

d. Compensation Plan – deferred

e. Salary Scale – deferred

## 7. **Reports**

Interim Superintendent Seay discussed that he is working on the budget for next year now that we have some preliminary enrollment numbers.

Head of School, Mr. Michalak updated the board on various stats for the school. Current daily attendance sits at 96.78% for January, and enrollment at 58 students. All but one returning family has completed the enrollment paperwork for next fall. He reviewed the number of applications for next year, and the number who have confirmed their intent. Based on the data, it appears that the school will grow significantly next year.

Mr. Michalak announced that the curriculum showcase will take place on March 4 from 6:30 to 7:30 p.m. and will focus on Art, Music, Latin, and PE.

Hillsdale College made a two-day site visit on January 27 and 28. Mr. Michalak reviewed the report and discussed some of the recommendations. Overall, it gave the school leadership team and faculty good marks and complimented the progress from the fall visit. The few recommendations for teachers and discipline are being implemented according to Mr. Michalak. Mr. Michalak himself visited Hillsdale College last week for training.

Facilities Committee: Mr. Donnelly reported that he has been meeting with the contractor for Year 2 expansion. The plan is to add six more classrooms to the three. In addition, the plans include a space for the school nurse, and a larger meeting room over the porte-cochere.

The baseball field is in the process of being converted into a soccer field. The work is scheduled for completion by March 1, 2026.

Academic Committee: Mrs. van der Pol reported that she, Mr. van der Pol, and Pattie Barrett have been tutoring children who tested below the benchmark once a week for the past three weeks. Ms. Griffin may be joining the tutoring “club.” Their plan is to continue until the end of year.

TPCSA: Mrs. van der Pol also updated the board about the Charter Champion Award event. It is tentatively scheduled for March 31 at the school. Our Charter Champion, State Representative Mano D’Ayala will be given a tour of three classrooms. Each class will have a special song, poem, and recitation to share. Then there will be a reception in the grand foyer with Mr. Saunders giving remarks and making the award. It is asked that the art teacher help with a special gift made by the children that could sit on a book case.

Fundraising Committee. Mr. Saunders announced that the campaign to raise \$850,000 is underway. Brochures will be mailed to three groups: past donors, potential donors, and current parents. Board members are asked to add personal notes to the letter signing event on Friday from 9:00 to noon.

8. **Adjournment:** Mr. Saunders adjourned the meeting at 6:57 p.m. The next meeting is scheduled for Tuesday, March 17.

Respectfully submitted,  
*Kathryn van der Pol*, Board Secretary  
Heritage Classical Academy