



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

Board Minutes – Regular Meeting 1-22-24

Members present: Stuart Saunders (Chairman), Kathryn van der Pol (Secretary), Debra Boultinghouse, Melissa Martin (Head of School), By video: Richard Hendee (Treasurer), Sharon Griffin.

- A. Mr. Saunders called the meeting to order at 8:45 a.m. With a quorum established, the meeting got down to business.
- B. Mrs. van der Pol read the Mission Statement and the Vision statement.
- C. Since no members of the public attended, we proceeded to the next item on the agenda.
- D. The board reviewed the minutes from the January 8th meeting. Ms. Griffin made a motion to approve the minutes Mr. Hendee seconded. Motion carried 5-0.
- E. No closed session was held.
- F. Next, Steve Moore, the owner of Villa Serena Communities Property, spoke at our meeting concerning his proposal to convert his office building to a school. He reviewed the benefits of his property, his passion for having our school there, how he could bring students to our school from his apartments, and the estimated costs of renovation. The board is very appreciative of this option but did not take any action while another property is under consideration.
- G. No personnel matters were discussed.

The Chairman adjourned the meeting at 10:35 a.m.

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