Houston Classical Charter School educates Kindergarten through eighth-grade scholars within a classical approach, through rigorous academics, character development, and a structured environment to ensure high school, college, and life success.
NOVEMBER 18, 2021: Board Meeting Notes

Meeting Notes

Start Time: 4:07 PM CST

- Open Meeting, Roll Call, Welcome
  - Adrienne called meeting to order
- Remarks from the Public
  - None
- Approval of Minutes
  - Upon motion duly made and seconded, the October 18, 2021, Meeting Minutes were approved.
- Head of School Report
  - Overall state of school: Mr. Salazar discussed
  - Staffing this year: HCCS is down 1 teacher from the beginning of school year
  - Enrollment Season: Mr. Salazar provided an update on enrollment. As of the meeting date, enrollment was at 133, can only recruit students from Houston, Alief, and Fort Bend ISD and therefore some children had to leave the school. In the future, will amend to include other ISDs and PK programs.
  - Hiring of 2022-23: Will need to add teachers for 1st, 3rd, and TAs. No plan yet, will report back.
  - Sped Finding: TEA report to be added. All procedures for Special Ed rectified and submitted.
- Independent Audit Report
  - Meeting attendee, Randy Walker presented findings from Audit. He discussed Assets, cash, funds from local support, net income, payroll, operating expenses, and cash.
  - Noted very good working capital, healthy year and had all documentation needed.
  - Discussion regarding HCCS rent agreement. Due to more information needed, a vote was not taken.
  - Discussion on amendments and timelines. Noted that Fed and local funds do not need to be amended 240 and 420 must be amended.
  - Chris address timing issues with finance committee and asked for information to be presented earlier for more review.
  - A vote to approve the audit was not taken.
- Effects Contract
  - Reviewed and approved by Whitney, Fred, and Adrienne.
  - Team will look for local funds to help support Effects efforts.
  - Upon motion duly made and seconded, effect contract was approved.
- Dewys’ Compensation Schedule
  - Presented by Adrienne. Upon motion duly made and seconded, Deyvis’ compensation schedule was approved.
- Update from Board Chair
  - Adrienne noted that the IRS has stated that an individual’s compensation is presumptively reasonable if the Board has taken and appropriately documented the following three steps:
    1. The Board obtained and relied on appropriate comparability data in making its determination;
    2. The Total compensation package was approved in advance by the Board, and no individuals who had an actual or potential conflict of interest with respect to the compensation arrangement participated in deliberations; and
    3. The board adequately and contemporaneously documented the basis for its determination.
  - Adrienne introduced new advisors, event planning committee and discussed board member recruitment as it is important to future planning of HCCS.

Closing: 5:44PM CST by Board Chair
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