

The Classical Academy  
975 Stout Road  
Colorado Springs, CO 80921

Board of Directors Meeting  
North Campus  
Monday, August 17, 2009

- I. Call to Order (6:00pm)
- II. Pledge of Allegiance/Roll Call
- III. Executive Session - per C.R.S. § 24-6-402(4)(f) for the purpose of receiving legal advice.
- IV. Comments (approximately 7pm)
  - A. From the Audience

Two people from the audience to make comments:

Westin Holmes is going to Germany the first week of September to compete for the US Handball team. He will be the starting team player for the new team and is playing for two months in Iceland and will be taking classes online and be doing some school work while there. What can we do to let him go to Iceland and then can we let him come back and re-enroll into the school after he has been gone for two months. Matt Carpenter said the process is to meet with Mark Hyatt and see if it falls within the legacy program.

Todd Harmon asked about the senior options. He has two children including one that graduated in the first class of TCA and a daughter that is a senior. She has a total of six classes, four of which are academic and she would like to take a few classes at PPCC. If she did this she could be considered a Part time student and would get a transcript but would not get a diploma from TCA. Peter Hilts clarified the policy for HomeSchool is a student is taking 1-3 courses and the student does not receive a diploma from TCA. A senior may take one period off as a senior. Students can decrease the number of TCA classes from 6 to 5 and take the sixth class as a college class. PSEO (Post Secondary Education Option) policy to reimburse for students taking a class outside of the school was not offered at their home school. Peter Hilts said the issue is not money it is consistency since other people have been turned down and currently this request would be past the deadline. Ron Mast clarified by saying it would be okay to take 5 classes here and then take one or two classes at PPCC. **Matt Carpenter said we've resolved this issue, but board should take a look at the senior policies and just make sure that they are clear. (action item for the future)**

- B. From the Administration
- C. From the Board

V. Consent Agenda Items

*These are items that are for information or for vote but do not require further discussion by the Board or staff at this time. In the event that new information is available since the publication of this agenda, prior to approval of the consent agenda as presented, the board or staff may remove any consent agenda item(s) and move the item(s) to the Discussion Agenda.*

- A. Approval of Minutes (May 11<sup>th</sup>, June 8<sup>th</sup>)
- B. Monthly Financials
- C. Operations Update

VI. Discussion Agenda Items

*These are specific items that the Board and /or staff would like to discuss and expand upon in greater detail than the materials that have been provided.*

A. TCA Response to District 20 Update

Item: To inform the community of the next steps in response to District 20's Plan

Presenter: Matt Carpenter

For: Discussion

Jim Woody and I met with the D20 board and discussed the next steps of interaction with them about the CDE report. July 23<sup>rd</sup> Mark Hyatt briefed the D20 board about the findings. He talked about TCA being a safe environment, alluded discrimination, process of conflict resolution, and fiscal management. D20 needs additional information on the six items. They want specifics about the issues. Chris Bender said it would be helpful in the future to have a list of what they want so that we can give them what they are looking for. Matt Carpenter said they want to see policies and procedures, and how the staff adheres to those policies. D20 wants to see the syllabus that is used for training, who attends, and when the meetings take place. Jim Woody said the district was very clear about the policy manuals approved by the board and the procedures used by president's office. They want an update and how well these things are being accomplished. Steve Pope asked who should be providing information to D20? Mark Hyatt said he'd be providing the information to D20. Mr. Bender suggested that the TCA board should try and be at the D20 board meetings to help support Mark while he is presenting the information to their board. Matt Carpenter said D20 seems very willing to collaborate, but the D20 board does not seem to think that TCA has policies and procedures. TCA Board should interact with the D20 board to learn more about them and they learn more about us. Jim Woody said that D20 wants clarification of TCA's policies so they can better understand how we are doing things. D20 respects TCA and doesn't want to micromanage.. Jim Woody added that we are lean and it sometimes takes a little longer to get everything done by the delivery dates. Matt Carpenter said D20 is open to a status update and they just want us to let them know that we are working on these things. Matt Carpenter said that on September 3<sup>rd</sup> Mark Hyatt is presenting and who ever is available will attend and support the meeting.

B. Safety and Security Update

Item: To discuss the plans for the Safety and Security Survey

Presenter: Larry Borland (District 20) and Kevin Collins

For: Information/Discussion

Larry Borland (D20 Director of Security) shared that he has been in the business of school safety for 15 years. Started school safety for D11, DCSD and D20. Was also in law enforcement prior and also does safety consulting around the country. Working in three areas, personal protecting – students and staff, and campus security. Emergency response and readiness, Senate Bill 181 directs, certain things the school has to be in compliance. Will come back with options for consideration depending on budget. Will give TCA a range from low cost to high cost. Will bring back things that are not compliant or outright dangerous. Will be working on the scope of work across the broad areas in a range of services. Would like to do work in September and have a report back around October.

C. Fundraising Update

Item: To discuss the way ahead for TCA Fundraising

Presenter: Matthew Monberg (MM)

For: Information/Discussion

Matthew Monberg briefed the board that there was donated money set aside for capital needs. About \$19,000 he suggested that we apply that to central sewer project. For the September 19th Gala we have 150 items donated with value about \$30,000. Four projects Auxiliary Gym, Theater, Titan Trust, Track Resurface. Matthew Monberg recommended the auxiliary gym as a top priority since it had the most votes. Matt Carpenter does not see a problem putting the money into the Central sewer project.. The board decided it was fine to spend the \$19,000 on the sewer project at Central. Ron Mast asked could there be a stage in the Auxiliary Gym to help save money and build a multipurpose facility. Matt Carpenter suggested that we cannot commit tonight where the money from the Gala will go. **The money for the Gala this year will go to the Titan trust.**

Fundraising policy – Needs clarification. TCA should take two board members and create a subcommittee to address fundraising. Allow the President to be able to make the decisions about

what fundraisers are okay and what is not. Make sure that there are not a lot of nickel and dime fundraisers but have fundraisers and parents know what to expect. Matt Carpenter recommends creating a fundraiser policy. Matthew Monberg asked what do you want PTOs to do, what are their true roles. Matt Carpenter said he'd work with Matthew Monberg and Mark Hyatt on a policy for Fundraising and bring it back to the board. Steve Pope said he'd prefer to have a sub-committee go off and work on it. Jim Woody said we need to be clear on who has the authority to make the decision about okaying fundraisers.

Have a motion to adopt the new TCA Fundraising Language. Vance Brown moved and Clark Miller seconded it. Chris Bender talked about the PTOs coming into the picture. Motion was not passed.

Going to form a sub-committee invite people and then come back to the board.

D. Mill Levy Update

Item: To discuss projected finances and uses for the Mill Levy Override monies

Presenter: Mark Hyatt

For: Information/Discussion

Mark Hyatt reported to the board that D20 passed the Mill levy with the help of TCA parents which is wonderful. We will get about \$350,000 extra this year and about next year \$700,000, the following year \$1.1 - \$1.2 million and then top out in 2011-2012 at \$1.7 million. We have a \$1.3 million dollar grant, also we are coming in under budget at East campus by about \$400-\$500K. Will end up with about \$1.7 million in cash above and beyond the reserves that we have now. Would recommend on behalf of TCA to make sure our compensation is competitive and make sure that we have enough staffing. Then he suggested decisions on the next facilities to build; on the gym, band, choir, weight room, mat room, facilities, first floor build out of the high school, fine arts center, commons library, something with the upper field, and then at some point talk about a new central campus. Matt Carpenter suggested writing it down and look at it in the future and review it. Chris Bender asked does the track need to be resurfaced. Kevin Collins said that it would need to be done next year.

E. End of Year Review, FY 08-09

Item: To present the Board the FY 08-09 financial statements

Presenter: Toni Demott / Mark VanGampleare

For: Information

Mark VanGampleare gave a few comments about the end of the year review. Revenue over expenditures called for about \$302,000 excess and we came in at \$41,000. That was primarily due to contributions where we were behind the curve. We made up for that by coming in under budget and primarily in the area of instruction. Last year we had \$584,000 in contributions and this year's budget is calling for \$830,000 in contributions. Mark VanGampleare stated that it is difficult to have the monthly financials completed and to the Board by the second Monday of the month. He asked if it would be possible to have the board meet on the 3<sup>rd</sup> Monday of the month which would give the finance department more time to get all of the information to the board.

F. Part Time Students and Athletics Update

Item: To provide an update on high school enrollment and athletics

Presenter: Mark Hyatt

For: Information

Mark Hyatt briefed that we are on track for the booked stated target of 600 students in our High School. All part time North High School students participate in sports. Matt Carpenter briefed that Dr. Hatchell is looking for a two year plan about where College Pathways is headed and it is a separate complete instructional program.

**College Pathways** – Mark Hyatt said that about 140 are enrolled and it is fully manned and ready. The first day of college was today. 140 will almost break even taking half PPR for the 100 and full PPR for the 40. Peter Hiltz and Mary Perez are working very hard to comply with the districts expectations. Lisa Sutton asked why did we not get full funding. Mark Hyatt said that although we got the application in when D20 wanted it in March, they wanted more time to evaluate our program. Their evaluation would take until after the April deadline. We are already working with D20 to get full funding for next year.

G. Board Communication with TCA Community

Item: To discuss additional avenues of communication with the TCA community

Presenter: Ron Mast

For: Information/Discussion

Communication from the Board has been few and far between to the parents and has come in times of crisis. Feels the TCA board should be communicating in times of non crisis. A board member should be a communication liaison with the parent body. These communications would be approved the board chair and hopefully would be monthly in the newsletter, maybe a TCA blog to comment on the issues, and e-mails to the parents. Ron Mast would be willing to do this communication for the first year. Steve Pope suggested having a board policy on communication with the community. Vance, Lisa, Steve all wanted to discuss how often the communication with the parents should occur and what information should go out. Start with a monthly communication first and let them know about the board meeting. Ron said that he could draft something and it could go out on the chairman's behalf.

Susan Tillotson is our new Public Information Consultant. Looked at the communication plan and needs to make sure that it is a consistent message.

Ron Mast stated we should make sure that it is factual and not just about the controversial issues.

H. Board Officer Position Elections

Item: To elect the new Board officers: Chairperson, Secretary, and Treasurer

Presenter: Matt Carpenter

For: Vote

I. Hail and Farewell to Board Members

Item: To induct Ron Mast and Jim Woody and bid farewell to Clark Miller and Chris Bender

Presenter: Matt Carpenter

For: Information

“Thank you for everything that you have done. Thank you for a lot of your time and the paddling you’ve done to keep the raft going”. Chris Bender said it has been an honor and a privilege and you all are a blessing to our school for everything that we have been through. Thank you so much. Clark Miller said I feel good about the new changes. Thank you!

Clark – Motion to Executive Session. 2<sup>nd</sup> Chris and everyone agreed.

J. Executive Session - per C.R.S. § 24-6-402(4)(f) to complete the President’s Annual Review for 2008-2009

and Compensation Plan and Objectives for 2009-2010.

K. President’s Compensation Plan and Objectives for 2009-2010

Item: To finalize the President’s Compensation Plan and Objectives for 2009/10

Presenter: Matt Carpenter

For: Discussion / Vote

L. Board Planning/Debrief/Additional Items

Item: To discuss future items the Board should discuss and debrief the board meeting

Presenter: Board Chair/ Board Secretary

For: Discussion

M. Other Items

VII. Future Agenda Items

- A. Great Starts Programs Update – Sep
- B. Disposition of Titan Trust Review (Stewardship) – Sep
- C. CSAP Report – Sep
- D. Charter Review – Sep
- E. Endowment Review – Sep
- F. Core Values Update - Sep
- G. Fundraising Report – Oct
- H. Teacher Compensation Plan – Oct
- I. Review of Conflict Resolution Process – TBD

Need to insert standard language about moving out of Exec session and into public session – and time  
First – second (use matt and Jim woody) – all approved

Also need motion to adjourn the meeting – first Matt – second Jim Woody and time

And unanimous vote....

VIII. Adjournment