



# THE CLASSICAL ACADEMY BOARD OF DIRECTORS MEETING

MONDAY, OCTOBER 26<sup>TH</sup>, 2009, 6:00-9:15P.M.

NORTH CAMPUS, RM 3303/05

The Classical Academy exists to assist parents in their mission to develop exemplary citizens, equipped with analytical thinking skills, virtuous character, and a passion for learning, all built upon a solid foundation of knowledge.

## AGENDA

- I. Call to Order (6:00pm)
- II. Pledge of Allegiance/Roll Call
- III. Comments
  - a. Spotlight Presentation – College Pathways
    - i. Presenter: Mark Hyatt For: Information Est. Time: 10 mins
    - b. From the Audience Est. Time: 5 mins
    - c. From Administration and/or Board Est. Time: 5 mins
- IV. Consent Agenda Items
  - a. Board Meeting Minutes
  - b. September Financials
  - c. Safety & Security Update: Status of Safety & Security Review and timeline of next steps
  - d. Reminder of Board 2009-10 Priorities: 1. Policy & Procedures, 2. President Job Description & Objectives, 3. Core Values / Assisting Parents Definitions
- V. Discussion Agenda Items
  - a. TCA Policy & Procedures Review & Updates
    - i. Item: Update board on Policies & Procedures adopted/changed in top six priority areas
      1. Update on what has or will be implemented, trained, & communicated by Oct 30<sup>th</sup>
      2. Areas = Conflict resolution, Bullying and racial harassment, Non-discrimination policy, Safety, Conflict of interests, & Protection for students with disabilities
    - ii. Presenter: Mark Hyatt For: Information Est. Time: 10 mins
  - b. Board Conflict Resolution Policy
    - i. Item: Review Board Policy and provide an update on establishing a Mediation Consultant
      1. Review 2<sup>nd</sup> Draft Board Conflict Resolution Policy
      2. TCA Board Mediation Consultant Position (job description approved Oct 7<sup>th</sup>)
        - a. Next steps: Update on Bids for as needed consultation by an agency
        - b. Where to archive the Mediation Job description and define update process
    - ii. Presenter: Jim Kretchman / Ron Mast For: 2<sup>nd</sup> Read & Vote Est. Time: 10 mins
  - c. Administration Conflict Resolution Procedure
    - i. Item: Review Admin Draft Conflict Resolution Procedure Proposal
    - ii. Presenter: Mark Hyatt For: Discussion - 1<sup>st</sup> Read Est. Time: 20 mins

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- d. Core Values Document
  - i.Item: Update on documenting and communicating Core Values
    - 1. Review, Discuss updated version
    - 2. Next steps for Communication and archiving
  - ii.Presenter: Jim Kretchman For: 2<sup>nd</sup> Read Est. Time: 10 mins
- e. Review potential Board Member Conflict of Interest situation per TCA Board Policy #903-04 Board Code of Conduct items # 9 and # 10.
  - i.Item: Discuss, review, and inform community of a connection between one of the board members and an IT Help Desk SW product being considered for purchase by IT Dept.
  - ii.Proposed Resolution Wording: "TCA Board approves of the administration process and procedures to evaluate and purchase the "help desk" software and services from the Cherwell company. Since there was a conflict of interest with Board Member Vance Brown who is Cherwell CEO, Vance appropriately raised this conflict of interest and recused himself from the entire process."
  - iii.Presenter: Matt Carpenter For: Discussion/ Vote Est. Time: 5mins
- f. Charter Review: Charter Contract Annual Renewal
  - i.Item: Present current version of Charter Contract
  - ii.Presenter: Mark Hyatt For: 1<sup>st</sup> Read Est. Time: 15 mins
- g. BKD Financial Audit Report = Provide status of final report and next internal steps planned
  - i.Presenter: Mark Hyatt For: Information Est. Time: 10 mins
- h. 5 year Financial/Capital Plan including Mill Levy revenue allocation
  - i.Presenter: Mark Hyatt For: Information Est. Time: 20 mins
- i. Recommended Additional Key Staffing Position
  - i.Item: Staffing recommendation to create Director of Strategic Programs
    - 1. Include budget impacts, and timelines
  - ii.Presenter: Mark Hyatt For: Information Est. Time: 10 mins
- j. Board Debrief / Action Item Review
  - i.Item: Debrief board meeting, review action items, and board communication updates
  - ii.Presenter: Board Chair For: Discussion Est. Time: 5 mins
- VI. Executive Session – per C.R.S. § 24-6-402(4)(b) for the purpose of receiving legal advice (~8:00pm).
  - i.Presenter: Steve Pope For: Discussion Est. Time: 60 mins
- VII. Executive Session – per C.R.S. § 24-6-402(4)(f), for the purpose of discussing personnel
  - i.Provide ongoing Job Performance Feedback to TCA President
  - ii.Presenter: Steve Pope / Ron Mast For: Discussion Est. Time: 15 mins

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#### VIII. Future Agenda Items

##### a. Tentative November 2<sup>nd</sup> Agenda Items

- i. Top Priority Policy Reviews/Updates (Mark) – Ongoing until implemented
- ii. Core Values & Assisting Parents Update & Vote (Jim)
- iii. TCA Election Cycle - Propose modifications to TCA Election cycle to maximize board stability (Lisa S.) For: Discussion/1<sup>st</sup> Read
- iv. College Pathways commitments for Feb 2010 D20 Review (Mark) – Nov
- v. Board Policy Reviews: To provide high-level review, prioritize formal reviews, and assign owners for review of existing and needed TCA Board Policies (TBD)
- vi. Board Training Process for new board members (Matt)
- vii. Board Governance Model (TBD) – TBD
- viii. Board Communication Plan (Ron M.)
- ix. Great Starts Programs Update (Mark)– Nov 16<sup>th</sup>
- x. Disposition of Titan Trust Review / Stewardship (Mark) – Nov 16<sup>th</sup>
- xi. Endowment Review – Nov 16<sup>th</sup>

##### b. Tentative November 16<sup>th</sup> Agenda Items

- i. Spotlight Presentation – TBD
- ii. Top Priority Policy Reviews/Updates (Mark) – Ongoing until implemented
- iii. Core Values & Assisting Parents Update (Jim) – Ongoing until implemented
- iv. CSAP Report (Mark)
- v. Safe2Tell reporting to TCA community policy (Mark)
- vi. Board Policy Review – Conduct 903-04 and Elections 907-05 (Matt)
- vii. Board Governance Model (TBD) – TBD
- viii. Board Communication Plan (Ron M.)
- ix. Great Starts Programs Update (Mark)– Nov 16<sup>th</sup>
- x. Disposition of Titan Trust Review / Stewardship (Mark) – Nov 16<sup>th</sup>
- xi. Endowment Review – Nov 16<sup>th</sup>

##### c. Tentative December Agenda Items

- i. Safety & Security Update (Mark) – Dec, then Bi-monthly Feb, April
- ii. Board Sub-Committees: Review/Update Board Policy (Steve)

##### d. Future Potential Agenda Items

- i. Teacher Compensation Plan – TBD
- ii. Fundraising Report – TBD
- iii. Board Development – TBD

#### VIII. Adjournment