

The Classical Academy
975 Stout Road
Colorado Springs, CO 80921

Board of Directors Meeting
North Campus
Monday, January 25, 2010

I. Call to Order/Roll Call (6:00pm)

Chairman Steve Pope called the meeting to order at 6:05pm. All board members were present except for Lisa Sutton.

II. Pledge of Allegiance

III. Comments

- a. Comments from the Audience

Est. Time: 10 mins

IV. Consent Agenda Items

Est. Time: 2 mins

- a. Board Meeting Minutes – Dec 7th and Jan 4th
b. December Financials
c. Transportation Study and Carpool Recommendations

Moved by Matt Carpenter, seconded by Jim Woody, to approve the consent agenda with a minor change to the January 4th minutes as stated by Jim Woody, at 6:13pm. Roll Call. Approved by unanimous vote.

V. Discussion Agenda Items

- a. Interim Board Member position proposal

i. Presenter: Steve Pope

For: Discussion/Vote

Est. Time: 10 mins

ii. Notice of this coming years board elections and to discuss the process

Steve Pope shared that he sent out an e-mail to Chris Bender to see if he would be willing to step up and fill in as interim board member. Chris Bender said that he would be willing

Moved by Vance Brown, seconded by Jim Kretchman, to approve Chris Bender as an interim board member as of February 1, 2010 until Ron Mast's position as interim president is over, at 6:16pm. Roll Call. Approved by unanimous vote.

Steve Pope shared that the board notifications for elections will begin this month. He said action for January is to give formal notification of the board vacancies, those intending of seeking election will be given a candidate package and an opportunity to address the board. If any candidate cannot attend this meeting the candidate will be available for pick up from the board clerk. Steve Pope shared that notification be sent out this week.

Matt Carpenter shared that they should craft an e-mail to go out to the community this week and also have the packets for people interested in running ready in the next week or so. He also shared that this is a different situation since they would be working with an outside company this year.

Ron Mast asked if there had been a decision made as to if there would be electronic voting this year.

Matt Carpenter shared that to his knowledge there had not been a decision to change it to electronic voting.

- b. TCA President Search Committee Update

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.



- i. Presenters: Steve Pope / Matt Carpenter For: Information Est. Time: 15 mins

Steve Pope shared that he would work with Andrea this week to get the meeting minutes posted and also establishing an open communication for parents.

Jim Kretchman shared that the team would be four board members, Leesa Waliszewski, Veronica Wolken, Mark VanGambleare, and three parents.

Matt Carpenter shared that the authority to pick the search firm was given to the board. He shared that they reviewed six different search firms and decided on Hazard, Young and Atia (HYA). They are able to meet several different areas of need, are familiar with working with Charter schools, and worked with D20 in their search for the superintendent. They also provide great services for the cost and if the person that is selected leaves within six months to a year they would start the search over again free.

Steve Pope shared that some of the milestones that have been completed are the position has been posted, and tomorrow the application and process will be available tomorrow. This is a phase process to hire a new president.

Jim Woody shared that they are currently working in the first phase, and as they start to review applicants they will continue to move through more details phases. They are requesting applications be available in an electronic form either Word or PDF.

- c. High School Principal Search Update
 - i. Presenter: Ron Mast For: Information Est. Time: 10 mins

Ron Mast shared that the High School principal search has been on hold due to Mark Hyatt's departure. The only thing that has been done so far is a meeting with High School students. This will be one of his main focuses once he is interim president. The position is already posted and there have been a few applicants. He shared that they need to be more aggressive in their search.

- d. Conflict Resolution Policy & Procedure
 - i. Item: Review final versions of Admin Conflict Resolution Policy and Procedure
 - ii. Presenter: Russ Sojourner For: Discussion/Vote Est. Time: 15 mins

Russ Sojourner. reviewed the packet that was handed out. He shared that there would not necessarily be a vote but more of an approval so that they can begin to put this information out onto the website for parents. It will also be discussed at the Town Hall meeting this week. He shared that the group that has been reviewing the conflict resolution policy feels it is ready to go out to the community.

- e. Core Values Document – Next Steps
 - i. Item: Discuss Jan 28th Town Hall Meeting and Core Values Document usage plans
 - ii. Presenter: Jim K. / Leesa W. For: Discussion Est. Time: 15 mins

Jim Kretchman shared that the intention at the Town Hall meeting is not to walk through the document bullet by bullet but share more of an overview of what the document is and how it came about.

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Leesa Waliszewski. shared that the night of the town hall meeting the Core Values document would not be placed on the internet by then and it would also not be handed out. It would be relayed to the parents that it would be available on the internet by the following week.

Ron Mast shared that it would fairly easy to set up an e-mail for parents to be able to send their comments to and then the board would be able to review comments from parents. Possibly have an auto-reply from that e-mail saying something like thank you for your comments.

Peter Hilts recommended that there be added in the header or footer of the document that the board will not publish another one of these document until say April.

Chairman Steve Pope called for a break at 7:42pm. The meeting reconvened at 7:54pm.

Mark Hyatt joined the meeting at 7:55pm via conference call.

- f. Update Calendar Development-Philosophy & Parameters Policy
 - i.Presenter: Veronica Wolken For: 1st Read Est. Time: 10 mins

Veronica Wolken shared the changes that were made to the Calendar Development Philosophy and Parameters. She shared that this information has never been reviewed and so they decided to revise the current document. This would be a firs read for the board. She said that the shaded areas are either a deletion or an addition of information.

- g. Policy Review Status / Report on Update to D20
 - i.Presenter: Kevin Collins For: Discussion Est. Time: 5 mins

Kevin Collins shared a quick update on the progress that has been made on the policy review and also the upcoming training on the Conflict Resolution Policies that have recently been created. He also said that the recent presentation to the D20 board on the monitoring report went really well.

- h. Employee Climate Survey
 - i.Presenter: Kevin Collins For: Discussion Est. Time: 10 mins

Kevin Collins reviewed the Employee Climate survey. He said that the survey was also conducted last year and HR had placed pie charts inside the document to compare the information from last year with this year's information.

- i. 2009-2010 Parent Survey
 - i.Presenter: Kevin Collins For: Discussion Est. Time: 5 mins

Kevin Collins shared an update on the Parent survey. He requested that the board provide feedback to him over the next few days on the results and also any possible changes that there might be.

Jim Kretchman shared that he would like to direct the administration to make sure that in the parent survey there is an opportunity for parents to shared about the culture here at TCA and share how they are feeling about it.

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Matt Carpenter said that this Parent Survey is be directive of the board and the board could decide what content was in the survey.

Steve Pope asked when the board would have the time to put input into the Parent survey and really work out the details regarding what the content is involved. He suggested they review the information at the second board meeting in February.

- j. Update on 2010-11 staffing plans for Dean of Students & Assistant Principal positions (This agenda item has been delayed to a future board meeting TBD)
 - i. Presenter: Mark Hyatt For: Information Est. Time: 10 mins
- k. Board Debrief / Future Agenda Item Review / Action Item Review
 - i. Presenter: Board Chair For: Discussion Est. Time: 5 mins
- VI. Executive Session topics to discuss personnel, negotiations, and legal matters Est. Time: 45 mins
 - a. Receive legal advice from counsel and instruct negotiators regarding a matter, pursuant to Colo. Rev. Stat. sec. 24-6-402(4)(b) & (e).
 - b. Discuss personnel and legal matters related to TCA President exit process pursuant to Colo. Rev. Stat. sec. 24-6-402(4)(f) & (b), respectively.

Moved by Vance Brown, seconded by Ron Mast, to adjourn to executive session per C.R.S. 24-6-402(4) (f), Personnel and Discipline Matters, at 8:36pm. Roll Call. Approved by unanimous vote.

Moved by Jim Woody, seconded by Vance Brown, to adjourn to public session, at 9:59pm. Roll Call. Approved by unanimous vote.

- VII. Discussion Agenda Items (continued)
 - 1. TCA President Bonus
 - i. Presenters: Steve Pope For: Vote Est. Time: 5 mins

Moved by Vance Brown, seconded by Matt Carpenter, to approve the president bonus as was discussed in the executive session, at 10:01pm. Roll Call. Approved by unanimous vote.

Moved by Vance Brown, seconded by Jim Woody, to adjourn the meeting, at 10:02pm. Roll Call. Approved by unanimous vote.

- VIII. Future Agenda Items
 - a. Tentative February 8th Agenda Items
 - i. Spotlight Presentation (JH/SH Art Winners – Russ Sojourner/Hugh DiPretore)
 - ii. TCA President Search Update (Steve & Matt) – Ongoing until complete
 - iii. High School Principal Search Update (Ron) – Ongoing until complete
 - iv. Policy Reviews/Updates (Ron/Kevin) – Ongoing until implemented
 - v. Core Values & Assisting Parents Update (Jim K.) – Ongoing until implemented
 - vi. Calendar Development-Philosophy & Parameters Policy – 2nd Read/Vote (Veronica 10 mins)
 - vii. College Pathways update (Peter)
 - viii. Board Meeting Cycle: Frequency and Focus (Steve/Matt – 10 mins)

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- ix. Board Policy Reviews: To provide high-level review, prioritize formal reviews, and assign owners for review of existing and needed TCA Board Policies
 - b. Future Agenda Items
 - i. TCA Building Corp Update – 1Q10
 - ii. Announce Board of Director Vacancies (Feb)
 - iii. Announcement of Board Candidates (Mar)
 - iv. Preliminary Next Fiscal Year Budget (Mar/Apr)
 - v. Fundraising Report – (Mar/Apr)
 - vi. Update on Open Meetings Law & Practices (Steve-TBD)
 - vii. Board Sub-Committees: Review/Update Board Policy (Steve-TBD)
 - viii. Standards of Business Conduct – May/June (Ron-TBD)
 - ix. Safety, Safe2Tell, & Security Update – Quarterly
 - x. Board Development – TBD
 - xi. Curriculum Review – TBD
 - xii. Board Policy Reviews: To provide high-level review, prioritize formal reviews, and assign owners for review of existing and needed TCA Board Policies
 - c. Regular Board Meeting Dates for 1H2010
 - i. Feb 8th, Feb 22nd, Mar 8th(E), Mar 29th, Apr 12th, Apr 26th, May 10th(C), May 24, June 7th.
- IX. Adjournment
Meeting was adjourned at 10:02pm.