

**The Classical Academy  
Board of Director's Meeting  
Monday, January 9, 2012  
TCA North Rooms 2213/2214**

I. Call to Order-Mr. Mast called the meeting to order at 6:10 pm

II. Pledge of Allegiance-Roll Call

Mr. Cameron – here

Mr. Carter – here

Mr. Leland – excused (arrived at 7:30 pm)

Mr. Mast – here

Mr. Palmer – here

Mr. Pope – here

Mr. Woody – here

III. Comments from the Audience

Mr. Kretchman thanked Mrs. Stump for a wonderful President's Circle Event. The entertainment was provided by a TCA mom who is a world class dual piano award winner and was highlighted by her youngest son (2<sup>nd</sup> grader) playing a drum solo to the Little Drummer Boy. He felt that the stories and performance captured what TCA was meant to be.

IV. Consent Agenda

Item c. Ops Report on the consent agenda was removed from the consent agenda and replaced item d. TCA Building Corps Appointment of Directors under Discussion Agenda Item d. since Mr. Mueller was not able to attend the meeting (out of the country business).

The remainder of the Consent Agenda Items were approved by unanimous vote 6-0.

V. Discussion Agenda Items

A. Charter School Solution Report

Denis Mund, from Charter School Solutions (External Review Representative), handed out and reviewed the Executive Summary Report outlining the results of their 2 day Board and Lead Team interviews. The external review focused on governance and school leadership. Ms. Mund highlighted the following areas from the report:

1. TCA is an organization that wants to move from good to great
2. There are many great accomplishments TCA has already achieved (academic performance of its students, fostering meaningful relationships with staff and students to create a

unique learning environment)

3. Based upon review of documents and interviews of TCA leadership, TCA needs to evaluate how it needs to address improvement in the following areas:
  - a. Having the TCA Board take a more active role in the Strategic Planning process and provide more leadership.
  - b. TCA Board expanding its Board training to include free CDE training modules.
  - c. Reviewing the alignment of policies and communications.
  - d. Exploring the possibilities of increasing the written communications (reports) between the TCA Board and the administrative team (format of communications, types of information the Board is interested in, time frame to receive Board packages set agenda, etc.)
  - e. Ensure you review and amend communication policies and include communication as an item in the strategic plan.
  - f. Review bylaws and communicate changes to authorizer (ASD20).
  - g. Understanding what information the TCA Board needs on a routine basis to make informed decisions.
  - h. Consider having a Board Agreement that each new Board member signs (includes understanding the TCA philosophy) before becoming a Board member.
  - i. TCA Board clearly define and communicate its vision to the administration to include levels of expectation (performance) of the administration.
  - j. Transition from an administrative role of the Board to a leadership role by using the strategic plan as a tool to communicate and provide leadership from the Board (Review progress every 3 months)
  - k. Review Woodrow Wilson Strategic Plan
  - l. Use CDE web site to review Board training modules
  - m. Current TCA organizational chart is confusing and job descriptions do not align with organizational chart
  - n. Need to define President role and ensure title matches functions
  - o. Identify next steps with Charter School Solutions and determine what areas CSS can serve TCA (Board Training, mentoring, observe board meetings, provide further information during executive sessions, etc.)
  - p. Pace incremental changes and don't try to complete all changes at one time.

B. Homework Update 6<sup>th</sup> Grade and College Pathways Homework Philosophy

College Pathways students are very structured in how they need to accomplish homework. 7<sup>th</sup> grade and above students need to be organized, proactive, prioritize their time, and self-advocate to manage their schedules and complete their work on time. If a student misses one homework assignment during the week, it is like missing an entire week of school. PPCC assigns a 0 for late homework if there are no extenuating circumstances. We need to prepare them for what they can expect in college.

6<sup>th</sup> Grade homework has a perception that an F is an F. Not so, you can still get 50% for your work which is better than 0%. We still want students to learn. It is important that students discipline themselves to meet requirements.

Mrs. Simpson provided an update to homework policies.

Discussion arose about the 2 weeks between finals and the next semester start. Administration will look at how effective the time is being used.

C. TCA Open Forum Homework

There were no parents in attendance to discuss homework at TCA.

D. Operations Report

The Board discussed the items referring to mold and how they have been handled and the next steps. The 3 modulars of special interest and a number of others had their air quality tested and we are waiting for the formal report results. Staff and students were removed and relocated to other classrooms. Preliminary/verbal initial chart results indicate and found air quality to be suitable and overall test results showed inside air quality to be better than the outside “control sample” for air quality. Comprehensive measures were taken to fully evaluate, and provide more cleaning for the identified modular areas. The initial reports would indicate there would not a significant health problem for the average person as evidenced in the results. To be on the safe side, we have put in HEPA filters in each classroom, we pulled up the carpets, checked window sills. We did notify the public concerning the problem with Alert Now Messages. We will take more tests, continue to evaluate, work with our consultants and contractors to ensure a safe and quality air environment.

E. 1<sup>st</sup> Floor Build Out

Mr. Collins informed the Board that we are on time and meeting scheduling requirements. Designs were looking good and near completion. The committees that Mr. DiPretore has formed have done a

good job at looking at needs and measuring them against costs. We have had teacher as well as parent sounding committees. Solutions for where staff will ultimately be transferred to are still being discussed (Modulars, vacant office space, etc.).

- F. Break ( 8:05pm)
- G. Curriculum Review PE (Informational Item)

1. Discuss process for review of K-12 PE programs
2. Presenters: Jerome Simpson/Dorothy Simpson

Update on the review process and will have a full report at February regular board meeting

#### H. TCA Board Member Election Process Update

1. Present proposed Policy and any Bylaw changes needed for electronic voting
- 2, Discuss initial plans for Communication of changes

Move to approve the revision as Woody/Cameron

Mr. Cameron -Aye  
Mr. Carter -Aye  
Mr. Leland - Aye  
Mr. Mast - Aye  
Mr. Palmer - Aye  
Mr. Pope - Aye  
Mr. Woody - Aye  
(Unanimous roll call vote)

- I. Formal Notification of Vacancies for TCA Board Elections in April 12
  1. Announce vacancies
  2. Discuss on-line voting

Two openings: Positions currently held by Mr. Mast and Mr. Woody.

#### J. TCA Board Governance

This will be updated with the report from CSS and further discussion in February meeting.

- K. TCA Board Governance
  - Revised Board Strategic Plan

Discussion about leaving this document loose even with vote.

Mast motion – to approve the TCA Board Governance Strategic Plan 2011-12 as amended (second Mr. Woody)

Mr. Cameron \_Aye  
Mr. Carter - Aye  
Mr. Leland -Aye  
Mr. Mast -Aye  
Mr. Palmer -Aye  
Mr. Pope -Aye  
Mr. Woody – Aye  
Unanimous – role call vote

#### L. TCA Foundation Proposal

Dr. Bohn introduced the initial idea to create an independent foundation.  
Rationale to form a foundation that can allow TCA to share and develop other opportunities

Could be source of funding and resourcing TCA well.

Question: Mr. Woody asked about using TCA's existing 301c3 status. Mr. Hilts confirmed that an independent foundation allows for flexibility for attracting funding and taking the lead in the area of character education, mentoring, and teacher development;

Mr. Cameron – can see a foundation giving staff a professional development and training outlet and expanding our reach – but how does it help in practical and financial ways.

ACTION: Peter will develop further a feasibility study and overview as a next step.

#### M. Board Communication Planned

Mr. Carter will be producing a communication piece that includes updates on election process and external audit.

N. ADDED – Annual Update – Jan – approximately – \$400,000 raised and an additional 500k to go, but gifts are building as monthly commitments grow and pledges come in. About 75 members of the President's club as recurring givers.

O. ADDED Mr. Collins introduced a draft/mock up of a 2011-12 Dashboard Report.

P, Future Board Meeting Schedules and Agenda Items

Confirmed next meeting dates and discussion of any known agenda items  
Review and confirm the January 23, 2012 – special meeting on College  
Pathways...

- Q. ADDED: Mr. Cameron asked about calendar philosophy on having finals before Christmas break. May be a programmatic change... and/or pedagogical approaches. Can lead to larger discussion of overall program design and semester delivery and asked for future discussion item.

VII. Executive Session

Provide performance Feedback to TCA President, pursuant to Colo. Rev. Stat. sec. 24-6-402(4)(f) Motion: Cameron/Carter

Passed: Voice vote

10:18pm into Executive session

Motion to move out of Executive Session; Woody/Pope

Passed: Voice Vote

10:55pm out of Executive Session

XIII. Adjournment (Carter, Cameron)

Voice Vote: Passed

Meeting ended at 10:57

Respectfully submitted,

Chris Leland, TCA Board Secretary (with editorial assistance of Bob Swanson)