



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

MONDAY, OCTOBER 7, 2013, 6:00-10:00 P.M.

NORTH CAMPUS – TCA ROOM 2213/2214(SECONDARY)

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.

MINUTES

- I. Call to Order (6:00 p.m.)
 - Dr. Leland called the meeting to order at 6:05 pm.
- II. Pledge of Allegiance / Roll Call 5 min
 - Audience in attendance recited the pledge of allegiance.
 - The following Board members were present: Dr. Cameron, Mr. Carter, Dr. Leland, Mr. Palmer, Mr. Ramsdell, and Dr. Woody. Dr. Harrington was excused from attending the meeting. For this meeting of the TCA Board, Mr. Ramsdell is not a voting member pending completing of New Board Member training.
- III. Approval of Agenda 5 min

(Exec Session added, video after celebrate TCA), move 990 to Feb)

 - Dr. Woody requested item C1. Review Tabled FAC Motion for legal Opinion Concerning Endowment be moved to Executive Session to discuss financial options. The Executive session will take place after item D. Board Nominations to the Senate.
 - Dr. Leland requested that the Board training session be moved to after the Executive Director's comments.
 - Mr. VanGambleare requested that the review of TCA's 990 be moved until February on the Board Strategic Calendar since new 990's are not completed until that time frame.
 - Dr. Woody moved with a 2nd by Dr. Cameron to amend the agenda as stated above.
 - Via a unanimous roll call vote; Dr. Cameron, Mr. Carter, Dr. Leland, Mr. Palmer, and Dr. Woody approved amending the agenda.
- IV. Comments from the Audience (Audience members have 5 minutes to address the Board) 10 min

(NOTE: Per procedural rules if more than one person is speaking on the same topic we request that one or two specific spokespersons speak on behalf of the group)

 - There was one parent to direct comments to the TCA Board.
 - Dr. Kevin Weary requested that the TCA policy concerning participation of Jr. High Cottage School students and College Pathways students to participate in Co-curricular be changed to allow all cottage school/college pathways students to participate in TCA activity programs.

- Dr. Weary provided a written copy of his remarks which are attached to these minutes.

V. Celebrating TCA

East Campus – Community Wide Carnival – PTO, 60 volunteers (mostly TCA secondary students), second year, 700 people attended

- Break: 6:27 – 6:32
- We had the privilege of hearing from the East Campus PTO and students regarding their Community Wide Carnival. Over 700 people attended the carnival and 60 volunteers (mostly TCA secondary students) worked together to make the event a huge success. A Big thanks goes out to the East PTO (April Veits, Lori Welch, Nancy Weirsma and Roy Baldwin) for their hard work. Kalb was a great help in organizing student volunteers for the project.

VI. Board Development & Training

18 min

- The Board Development came from TED Talks Education
- Sir Peter Roberts discussed flipping the pedagogy we currently use to educate our children.
- We not only need to worry about the children that drop out but more importantly the students you do not enjoy attending class.
- Education is going in the wrong direction and does not understand 3 important aspects of learning:
 - Human beings are different and diverse
 - NCLB is based upon conformity and what kids can do rather than what they could do.
 - Standards narrow the focus rather than offer a broad curriculum that helps to identify student talents.
 - Many times we attribute ADD to inability to concentrate for prolonged periods of time rather than what may be the true cause “suffering from childhood”
 - Curiosity is the engine of achievement
 - Curiosity lights the spark
 - Children are natural learners
 - We tend to de-professionalize teachers
 - Creativity is not a delivery system (creativity stimulates the mind, engages the person, and provokes questions)
 - Education is the art of getting people to learn
 - Teachers should facilitate learning; support not obstruct
 - Teachers should make every effort not to task children but allow them to achieve
 - Humans are inherently creative
 - Teachers should encourage imagination rather than promote a culture of standardization
 - We should foster being creative
- To make progress in developing a culture of learners we must look at 3 key ideas:
 - Individualize teaching and learning
 - Place teachers on a high status level; invest in professional development for the future wellbeing of students
 - Devolve responsibility to individual schools
- We tend to value mechanistic rules and strive to get more “data” rather than approaching teaching as a human system that depends on wanting to learn or not to learn.
- Isn’t interesting that this is called alternative education and that it is not normally practiced.
- Leadership should worry more about climate control in their schools rather than command and control.

VII. Report of the Executive Director & Cabinet Spotlights

10 min

Motion: to receive the report

- Dr. Highlighted the following items from his report:
 - Great turnout for grandparents day. Mr. Jolly did a wonderful job at the North campus in his address.

- We are beginning the process to evaluate how to address teacher compensation.
- Mrs. Simpson has begun offering Parent Academies. She has offered 13 sessions so far on TCA's Core Values.
- We are beginning the process of how to assess the impact the Common Core Standards will have on TCA's Core Values and educational philosophy; it is important to separate fact from fiction.
- There is a staff in-service on October 14, 2013 highlighted by presentations from Dr. Sojourner and Mrs. Johnson from the Character Education Partnership. The Board is invited to attend.
- Mr. Jolly (Director of Academic Services) has produced a very informative monthly publication "The Palmarian". It provides an opportunity to communicate important information to the entire TCA community and helps express our core values.
- The Executive Director's student advisory council headlined a student pep assembly by recognizing the TCA custodians; emphasizing the virtue of gratitude.
- The strategic planning process kicked off on October 2 with a joint meeting of the Board and Administration. I am encouraged by everyone's efforts to think about the issues that will affect TCA in the next 5 to 10 years.
- Dr. Cameron moved to receive the report which was 2nd by Mr. Palmer.
- There was a unanimous voice vote by the TCA Board to receive the report.

VIII. Consent Agenda 5 min

Board Directed items to be removed from Consent Agenda:

Motion: to accept the Consent Agenda

- Dr. Woody moved and 2nd by Dr. Cameron to accept the consent agenda with one change:
 - In the September 9 minutes, item IV. (bullet 4), change "was" to "ways"
- By roll call vote, Dr. Cameron, Mr. Carter, Dr. Harrington (E), Dr. Leland, Mr. Palmer, Dr. Woody unanimously accepted the consent agenda items.
 - A. Minutes: August 12, September 9 (Carter, Swanson)
 - B. Written Reports of the Executive Director and Cabinet
 1. Human Resources (Schulz)
 - a. Matters Relating to Personnel Action
 2. Operations (Collins)
 - a. Ops Update
 3. Finance (VanGambleare)
 - a. August Financials
 4. Advancement Update (Laney)
 - a. Annual Giving Update
 5. Board Policy Reviews (Leland)
 - a. Election

IX. Discussion Agenda Items

- A. Items removed from Consent Agenda
- B. Cabinet Level Reports

1. End of Year Financial Review (previous FY) 10/25 min

Action: VanGambleare

Motion: to receive the report

Rationale: to provide the Board with information regarding financial status of TCA

- Mr. VanGambleare presented the end of financial review; we retained our TABOR reserve, spent within our limits, and received an unqualified opinion from our auditors (good report).
- Dr. Woody wanted to emphasize that it will be important for TCA to conserve cash and work its way back to 60 days of cash reserve (or more; maybe even 75 days) on hand. This is important to prevent our bonds from being downgraded.
 - Currently we are at about 43 days.

- A day of cash reserve is equal to about \$67,000.
 - There were good reasons for the Board to approve spending a portion of the reserve to address security concerns but it is equally important for us to start saving again.
 - We also need to determine other options for the Endowment. Currently, as it stands, it is a designated fund and does not count towards our available cash reserve. We will explore avenues that allow us to include TCA endowment assets as cash reserve.
 - Dr. Woody moved and was 2nd by Mr. Palmer to receive the report.
 - By unanimous roll call vote, Dr. Cameron, Mr. Carter, Dr. Harrington (E), Dr. Leland, Mr. Palmer, Dr. Woody received the report.
2. Review current 990 Form
 Action: VanGambleare
 Motion: to receive the report
 Rationale: to review pertinent information on the 990
- Review of the 990 was delayed until February 2014. General speaking, this is when a new 990 is written.
 - Mr. Swanson will adjust the Board's strategic calendar to reflect this change.
3. TCA Central Environmental Concerns/Options 10/17 min
 Action: Collins
 Motion: to receive report
 Rationale: to review the concerns/options with the environmental atmosphere at The TCA Central Campus and determine next steps
- Mr. Collins discussed some of the issues affecting the Central Campus, most notably, the lack of air-conditioning.
 - TCA had to close the Central Campus due to temperatures exceeding 90 degrees in classrooms.
 - This school has not had air-conditioning since 1964 when it was built.
 - TCA has contacted G.E. Johnson to get an estimate of what it would cost to install an air-conditioning system depending on the type.
 - Current estimates would have an HVAC costing \$525,000.
 - \$330,000 Mechanical
 - \$152,000 Electrical
 - \$ 43,000 Other
 - Considerations
 - Climate control in each classroom
 - Energy Efficiency
 - Cost effectiveness
 - Minimal effects on existing building
 - Future additions to Central Campus
 - Whether or not TCA receives a BEST Grant (BEST grant would pay for about 55% of cost; however, you would be competing against other schools in Colorado for funding)
 - It is important for the Board to be thinking about what the long term prospects for the East campus will be so that a direction can be planned for that will be an integral part of the strategic planning process; affecting finance and funding raising.
 - Mr. Collins will prepare a white paper to discuss the various options for the Board to consider at the November 11, 2013 Board meeting.
 - Dr. Cameron moved to receive the report and was 2nd by Dr. Woody.\
 - There was a unanimous voice vote by the Board to receive the report.
4. ASD20 Monitoring Report (Oct. 17) 10/10 min
 Action: Coulter
 Motion: to receive the report
 Rationale: to review monitoring report to be given to the ASD20 Board on October 17, 2013

- Dr. Coulter reviewed the monitoring report that he will present to the ASD20 Board on October 17, 2013.
- The monitoring report will contain information about our recent elections, senior leadership changes, policies, Senate, TCAP results, and TCA accomplishments.
- Dr. Coulter invited anyone on the TCA Board to attend ASD20 Board meeting to hear the monitoring report if they were available.
- Mr. Carter moved to receive the report and was 2nd by Mr. Palmer.
- There was a unanimous voice vote by the Board to receive the report.

Break: 8:07 – 8:17

5. Annual Giving Fund Review 15/ 29 min

Action: Laney

Motion: to accept report

Rationale: to present a detailed review the previous FY annual giving progress, disposition of Annual Giving Funds for 2012-13/2013-14, Endowment, and plans for the future

- The key to this year's advancement strategy is to shift from a contribution mindset to a commitment to TCA mindset.
- We will be rallying around the education of our students is guided by our core values. TCA's teachers are the key component in educating our student to becoming exemplary citizens.
 - The level at which donors participate should be an accurate reflection of their commitment to TCA.
 - We will help define appropriate levels of contributions by providing 4 sets of comparison numbers:
 - TCA education is on par or better than private schools; cost is somewhere between \$5,000-15,000 per year.
 - Hole in the donut: land a building costs only that districts use bond money (public money) to pay for that charter school need to carve out of PPR funds; to be able to just cover these expenses we would need donations that would equal \$1,000 per student per year
 - Our goal is to raise \$600,000 in donations this year and to increase TCA parent participation to the annual fund to 60%. To achieve this, we would need \$400 per family this year.
 - It would be up to each family to determine what a meaningful donation would be since each family is different. TCA values any contribution a family makes on behalf of their children to further their educational experience to become virtuous citizens.
- Mr. Laney asked the Board to e-mail him to set up individual appointments to discuss in further detail the advancement plan including:
 - IDing potential prospects
 - Liaising with adopted schools
 - Inviting Board members to events and meeting TCA families
 - Engaging various groups at TCA including the Legacy Circle, SACs, Senate, Titan Club, etc.
- Dr. Cameron emphasized the importance of our messaging to parents. We need to ensure TCA parents better understand and appreciate TCA's model of education and the differences from other models of education. It is important to be able to distinguish us from others. Also, we need to look at the total package of teacher compensation rather than only from a monitory standpoint (benefits, class size, etc.).
- Dr. Woody moved to receive the report which was 2nd by Mr. Palmer.
- There was a unanimous voice vote by the Board to receive the report.

6. C³I Plan (traded places with #5)

10/29 min

Action: Simpson, Galvin, Brown

Motion: to receive the report

Rationale: to review goals and operational guidelines of OC³I

- Dr. Coulter outlined the revision of the Organizational chart to create the Office of Character, Culture, Curriculum, and Instruction (OC³I).
- Mr. Galvin and Mrs. Brown presented the current emphasis items:
 - Touchstone: Purpose to solidify in 6-10 succinct beliefs statements that identify the most important aspects of TCA's Core Values so that every parent, student and teacher know them.
 - OC³I expects to brief the TCA Board on the outcome of the Touchstone project by March 2014 (the outcome will have staff, parent, and student input).
 - Developing a common language amongst staff using the book "Character Strengths and Virtues" to develop a core understanding of TCA's character program.
 - Next Monday and Tuesday, October 14/15, Dr. Sojourner and Amy Johnson from the Character Education Partnership, will be headlining a TCA in-service to discuss character and how to imbed it in a school culture.
 - It is important, now that we have the Core Values, to determine who we are, what we do, and why we do it.
- Dr. Woody what to be sure that the process is not redundant and is productive. There is a lot of time and effort being expended. Make sure the benefits outweigh the costs.
 - Is there evidence that touchstones are successful in schools (how do you measure their success)
 - Mrs. Brown stated that there had been research done out of the Denver Public School that showed the importance of developing touchstones. It is important to begin the discussion to understand who we are as a whole school not just 7 separate schools. It is a unifying tool that should bring all school together.
- Mr. Ramsdell mentioned that this is not only an important process for staff but will be important for advancement to use as a branding tool for TCA. It will also be important to get input from founders in the touchstones process.
- Dr. Cameron cautioned that when we strive to develop a pathway for the future that we don't forget our past roots.
- Mr. Palmer thought the touchstones would derive a stronger ownership of the core values the more you bring others in to participate in the process. These ultimately will define TCA's identity.
- Mr. Cameron moved to receive the report which was 2nd by Dr. Woody.
- There was a unanimous voice vote by the Board to receive the report.

C. Board Subcommittee Reports

1. Review Tabled FAC Motion for Legal Opinion Concerning Endowment 10 min
Action: VanGambleare, Leland
Motion: to vote on the August 12, 2013 FAC report motion
Rationale: to determine if a legal opinion is necessary to address funds within the TCA Endowment
 - Discussion of this topic was moved to executive session.
2. Executive Director Search Committee Update 10/3 min
Action: Cameron
Motion: to receive the report
Rationale: to review progress on the Executive Director Search Process after the close of the position on September 30, 2013
 - The Phase I part of the Executive Search (President) concluded on September 30, 2013.
 - 20 applications were received.

- The search committee will met on October 8, 2013 to evaluate the candidates and reduce the applicant pool.
- The reduced field will be invited to participate in the written portion of the process.
- Mr. Palmer moved and was 2nd by Mr. Carter to receive the report.
- The Board by unanimous voice vote received the report.

3. Common Core Standards Update 10/18 min

Action: Palmer

Motion: To approve the purpose of the common core sub-committee; to provide the TCA Board with information about the common core standards that answers the question: Do the common core standards support TCA's mission, core values, and philosophy? Further, to research information that objectively outlines the pros and cons of the common core standards, how the common core standards might affect TCA, any costs associated with implementing the common core standards, and make recommendations to the Board based upon the committee's findings.

- Mr. Palmer moved with a 2nd by Dr. Cameron to approve the above motion.
- By unanimous voice vote, the TCA Board approved the motion.

Rationale: to provide the charge/framework for the Common Core Standards (CCS) Committee to be able to report back to the Board with information to understand CCS and the impact to TCA's educational philosophy and Core Values, present options to address CCS, and decide on a course of action if required

- On Friday, October 7, 2013 Dr. Coulter, Mr. Jolly, and Mr. Swanson attended a meeting of 15 schools (mostly charter) and 2 Districts (Douglas County and Falcon) to discuss the affects Common Core Standards would have on education in Colorado.
 - Many of the schools in attendance believed that the common core standards would have an adverse effect in a variety of ways including philosophically, cost to implement, time it would take away from actual instruction, etc. There was a hope that schools would help write and sign a joint general resolution that would not be in favor of adopting the common core standards and the assessments that would be used.
 - TCA was in attendance as a fact finding mission to be able to provide an objective report to the TCA Board as to the pros and cons of common core standards in regards to opinions outside of TCA, to inform the Board as to how the common core standards would affect our core values, and recommend next steps if required.
- TCA per the proposed motion is committed to determining and presenting the facts surrounding the common core standards to the TCA Board in order for the Board to make any informed decision in regards to the common core standards.
- The Common-Core Stands subcommittee will present its findings to the Board at the December 2013 Board meeting.

4. Election Process 10/5 min

Action: Woody

Motion: To continue to allocate funds for on-line voting with 3 days of in-person voting for the 2104 TCA Board of Directors Election

Rationale: to discuss any changes to the election process for 2014

- Dr. Woody moved and 2nd by Dr. Cameron to approve the above motion.
- By roll call vote, Dr. Cameron, Mr. Carter, Dr. Harrington (E), Dr. Leland, Mr. Palmer, and Dr. Woody unanimously approve the motion.
- Dr. Woody asked what the price would be for next year. Mr. Swanson thought it would be the same as last year \$4,060 dollars. He will confirm with Survey Ballot Systems and is allowed to go up to \$4,500 without asking the Board for permission. Mr. Swanson will e-mail the Board with the cost.

D. Board Nominations to the Senate 10/5 min

Rational: Currently there are only 2 of 5 “at large” Senate positions being occupied. The Senate will be nominating and voting on filling the remaining 3 positions at their September 17, 2013 meeting. If the Board would like to nominate anyone, the Senate would consider the Board’s nominations as well as the others. Please have nominees submit (to Bob Swanson) a brief explanation as to why they want to be a Senate member and what types of skills/experience they have by October 9, 2013.

- There were no nominations from the TCA Board.

E. Board Development and Assessment

1. Board Development & Training 10/18 min

Action: Leland

- This item was moved to the beginning of the Board meeting.

2. Board Communication Planned 5 min

Action: Carter

Rationale: to develop and approve of communication update to community

- Core values
- Annual giving
- Executive director search

F. Future Board Agenda Items 5 min

1. Board Strategic Planning Working Session-November 6, 2013-7:00 pm-Community Bible Study Building

2. Read Aheads for the November 6, 2013 Strategic Planning Meeting due on Friday, November 1, 2013.

- Dr. Cameron moved and was 2nd by Mr. palmer to move into executive session at 10:03 p.m.
- The motion was approved by unanimous voice vote.

X. Executive Session (10:03) – Pursuant to CRS 24-6-402(4) b&e (Board plus Coulter and Mark V.)

- Dr. Woody moved and was 2nd by Mr. Palmer to move out of executive session and back into open session at 10:33 p.m.
- The motion was approved by a unanimous voice vote.

XI. Regular Session at 10:33

XII. Review Tabled FAC Motion for Legal Opinion Concerning Endowment 10 min

Action: VanGambleare,/Woody

Rationale: to determine if a legal opinion is necessary to address funds within the TCA Endowment

- Dr. Woody with a 2nd by Mr. palmer motioned that “The TCA Board authorizes the TCA CFO to use TCA Endowment funds to obtain a written legal opinion and auditor opinions on certain Endowment Fund options regarding the potential of changing the Endowment policy so that the funds will count toward TCA’s cash position.”

- By roll call vote, Dr. Cameron, Mr. Carter, Dr. Harrington (E), Dr. Leland, Mr. Palmer, Dr. Woody voted unanimously to approve the motion.

X. Adjournment

- Dr. Cameron moved and was 2nd by Mr. Palmer to adjourn the meeting at 10:39 p.m.