



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

MONDAY, FEBRUARY 10, 2014, 6:00-10:30 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

Presentation/Question Time

- I. Call to Order (6:00 p.m.)
 - The meeting was called to order at 6:01 p.m.
- II. Pledge of Allegiance / Roll Call 5 min
 - Mr. Cameron, Mr. Carter, Dr. Harrington, Dr. Woody, Mr. Ramsdell were present.
 - Dr. Leland will arrive late (Dr. Leland arrived at 6:55 p.m.)
 - Mr. Palmer was in Atlanta (Called in at 7:47 p.m.)
- III. Approval of Agenda 5 min
 - Dr. Woody moved to approve the agenda and 2nd by Dr. Harrington.
 - There was a unanimous voice vote to approve 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)

 - Dr. Cameron read an op. ed. from the Gazette (2/10/14) about a teacher that had lost the passion for teaching due to the rigors associated with outside guidelines and student behavior. He contrasted that with his view of the education model at TCA where we encourage life long learning and relationship building with our students.
 - TCA is distinctive for many reasons:
 - Small class size
 - Dedicated teachers who have a voice in educating our students
 - Parents partner with TCA to educate our children
 - We don't want our learning environment to mimic what may happen in public schools and we must maintain high awareness that sets us apart as a counter-cultural school
- V. Celebrating TCA 10 min
 - CONGRATULATIONS to the following students who represented TCA at the MathCounts Chapter Competition on Saturday February 1st at Holmes Middle School for 6th, 7th and 8th graders.
 - Cianja Bone, Nathan Bone, Kyle Cameron, Anna Connell, Brendan Gould, Nathan Johns, Ryker Lutjens, Conner McDuff, Johnathan Pollard
 - The team of: Cianja Bone, Nathan Johns, Ryker Lutjens, and Conner McDuff placed SECOND and will be heading to the State Competition on March 15th at the Colorado School of Mines!!!!
 - POETRY OUT LOUD

- Congratulations to Dante Macy, 1st runner up, and to Betty Varland, who won last night's contest and will represent TCA @ the state Poetry Out Loud contest in Denver on March 11.
- VI. Board Development (A Students Guide to Liberal Learning) 15 min
- We discussed this topic at the end of the meeting to include Dr. Leland (knew he would arrive late)
 - C3I will conduct 15 minutes discussions with the Board to develop more awareness with regards to what type of “classical” education TCA provides to its students
 - The topic of this lesson centered around self-discipline
 - Self-discipline is not an end in itself but paves the way for a richer life
 - Self-discipline means you have to make choices and give up other options in life
 - There is a tendency to put children in front of screens (TV, ipads, phones, etc.) so that they don't need to learn to be patient
 - Mr. Jolly says at high school, in rhetoric classes, students are asked to give up technology for 72 hours; it became a challenge for them.
 - We have become a society that is almost addicted to technology (do we miss out on appreciating the other things in life; beauty, walking, conversing with one another, etc.)
 - Dr. Cameron brought up the point that we should not look at time as just our own; how can we use time to serve/help others
 - Do we strive too much in life for the things that affect us without thought of those around us?
 - Mr. Ramsdell believes in the servant/leader approach to life; greater fulfillment, more at ease and satisfied in life (a self-regulated life)
 - TCA does have many service groups and strives to teach service related activities.
 - Self-discipline also fits into the “Creed” developed by C3I.
 - A good reference book is the “Shallows” by Nicholas Cage.
 - Break 6:16-6:21 p.m.
- VII. Report of the Executive Director & Cabinet Spotlights 10 min / 5 min
Motion: to receive the report
- Dr. Coulter highlighted his report as follows:
 - He was a judge at the 7th grade science fair this year. He wanted to personally thank Mrs. Muir for doing another fantastic job at organizing the event. I just gets better every year.
 - The C3I office will transfer to Mr. Jolly (DAS) on May 1, 2014.
 - The first meeting of the Bylaw review committee will take place on February 12, 2014.
 - We have written a BEST grant in hopes of receiving funds to install an air conditioning system in the Central Campus.
 - On February 19, 2014 we will have a town hall meeting concerning TCA's position on the Common Core Standards. Dr. Leland, Dr. Coulter, and Mr. Jolly will preside over the meeting.
 - Mr. Jolly has been invited to present remarks to the State Senate and represent TCA's views as well as other schools views in opposition to the Common Core Standards. In addition, he will be involved in a debate at the Colorado Charter Schools Conference on February 21, 2014. Dr. Leland, Dr. Coulter, Dr. Woody and Mr. Jolly will be attending the conference.
 - Dr. Cameron asked how the decision was made to add 15 minutes to the school day.
 - Mr. Jolly, Mr. Shields, Mr. DiPretore, Dr. Coulter, and Mr. Collins met to discuss how to add time back into the secondary schedule.
 - Mr. Jolly stated that this was the least restrictive way and was less disruptive to the afterschool activities, car pool, and parents with students at multiple campuses. In addition, coupled with eliminating the remainder of our in-service days, the secondary would not need to extend the school year.
 - Adjustments included adding 15 minutes to the schedule starting 1 March and ending at the end of the year (it takes a lot of days at 15 min/per day to gain back time)
 - Changing all in-service days back to regular school days
 - We needed to make the decision now since March and April are the worst weather months
 - Mr. Ramsdell moved to receive the report and was 2nd by Dr. Cameron.
 - By unanimous voice vote, the Board approved the motion.
- VIII. Consent Agenda 5 min
Board Directed items to be removed from Consent Agenda:

Motion: to accept the Consent Agenda

- Dr. Cameron moved to accept the Consent with the following changes and was 2nd by Mr. Ramsdell:
 - In the January minutes, ensure Common Corps is changes to Common Core.
- By roll call vote, the Board unanimously accepted the Consent Agenda. (Cameron: Yea, Carter, Yea, Harrington: Yea, Ramsdell: Yea, Woody: Yea)
- Dr. Cameron noted that, in the advancement report, we have more parents donating but the overall amount of contributions has decreased.

A. Minutes: January 13 (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. December Financials
4. Advancement Update (Laney)
 - a. January Annual Giving Update (\$Contributions/% Families)
5. Board Policy Review
 - a. Charter School Procedures (Adopted from D20)
 - b. Board Evaluation
6. School Calendars (School Calendars are Attached)
 - a. Motion: To approve all TCA Calendars for the 2014-2015 and 2015-2016 school years.
7. TCA Building Corps Appointment of Directors
 - a. Motion: To approve all of the Building Corps Directors.
8. Minutes
 - a. Senate Meeting, Jan 21, 2014
 - b. Junior High SAC Meeting, Jan 29, 2014

IX. Discussion Agenda Items

A. Items removed from Consent Agenda

B. Cabinet Level Reports

1. Senate Report to the TCA Board 10 min /10 min

Action: Coulter

Motion: to accept the report (info)

Rationale: to review the work of the Senate

 - Mr. Baldwin (At Large) Senate member, resigned due to increased work load that prevented him from attending meetings. We are sorry to see him leave.
 - We are ahead in planning for the Parent Survey. It is due to be sent out for responses from February 10 through February 21, 2014.
 - The Senate asked the Board if they had considered tasking the Senate with other projects/duties.
 - Mrs. Dubois has volunteered to take over chairmanship of the Titan of the Year committee.
 - The Senate asked about the status of the Board's Adopt a School program. Members of the Senate have not seen/or heard of many of the Board visiting schools.
 - The Senate meets again on February 18, 2014.
 - Dr. Cameron moved to accept the report and was 2nd by Dr. Harrington.
 - By unanimous voice vote, the Board accepted the report.
 - Dr. Cameron inquired about tasking the Senate to review the current uniform policy in regards to its general acceptance and consistency in which it is enforced.
2. Quarterly Financial Report 10 min/10 min

Action: VanGambleare

Motion: to accept the report (info)

Rationale: to review the financial wellness of TCA

 - Mr. VanGambleare indicated that we are in good financial shape.
 - TCA had to expend an unforeseen amount (\$75,000) so far on computers/desks for state testing requirements. This could rise to \$107,000.

- Dr. Woody moved to accept the report and was 2nd by Dr. Cameron.
 - By unanimous voice vote, the Board accepted the report.
 - Mr. VanGamble explained that the money being spent is only for the additional state testing requirements for this year. Next year, we currently estimate a budget of \$220,000 to pay for the additional testing requirements associated with the national tests associated with the Common Core Standards (computers, wiring, additional computer labs). It means we must increase the number of computers we currently have by 30% (170 new computers).
- Break 7:08 to 7:14 p.m.
3. TCA Touchstones (TCA Creed) 10 min/10 min
 Action: Brown, Simpson, Galvin
 Motion: Information
 Rationale: to review progress in relation to the TCA touchstones
- C3I created a touchstone that transitioned into the TCA Creed.
 - The Creed is a rational, succinct summary of TCA's Core Values.
 - The process to create the creed included parents/students/staff
 - They were asked to write down their most nearest and dearest characteristics/beliefs about TCA from TCA's Core Values Document
 - It was surprising how close everyone was to identifying the same beliefs
 - We took the most common attributes and crafted them into the Creed
 - The next step is to create a roll out plan to include K-12 education plan, banners, etc.
 - The Creed does represent our view of classical education at its core
 - Mr. Ramsdell sees the Creed that you can actually sink your teeth into
 - It will be important to create a communication plan, branding program, and connect it to fundraising
 - Mr. Geiger has already presented this to his coaches
 - Some teachers have already begun to show the Creed to their classes as a test and have had favorable responses and dynamic discussions
 - Mr. Jolly asked teachers if there was any discipline issues that the Creed could not be used in to remedy an issue; the answer was no
 - Dr. Woody cited that advancement should not be left out of the loop and should be incorporated in some way into the advancement strategy
 - The Board was interested in seeing what the roll out will look like
 - Dr. Woody asked if founders had a chance to see it; Mrs. Brown and her husband (founders) think it fits extremely well within the TCA framework
 - As a side note, this year TCA will award a green community service chord, to wear at graduation, to the top 10% (hours of service) of graduates who have completed their community service hours
4. TCA Charter with District 20 5 min / 5min
 Action: Collins
 Motion: Information
 Rationale: to begin discussion concerning changes to TCA's Charter with ASD20
- Mr. Collins in the next couple of weeks will meet with the District to discuss amendment's to the charter
 - Generally speak, we will be looking at the following items:
 - IT cost
 - Security
 - Waivers to District Policies
 - State approved waivers
 - Mr. Collins will be coming back in May and June with a draft for the Board to review and sign

C. Board Subcommittee Reports

1. President Search Committee Update 10 min / 5 min
 Action: Leland

Motion: The TCA Board agrees to offer the job of President of TCA to Dr. Russ Sojourner contingent upon his acceptance of the employment offer and successful completion of relevant employment verifications. The Board would like the new President to begin a period of part time transition beginning on or around April 1, 2014, with the commencement of full time duties to be assumed on June 1, 2014. The Board would like to thank our search committee, our candidates, and school leadership for their tireless efforts in making this a successful process.

Rationale: to review progress on the President Search Process

- Mr. Carter moved to pass the above motion and offer the job of President to Dr. Russ Sojourner and was 2nd by Dr. Woody.
- By roll call vote, the Board unanimously voted to approve the motion. (Dr. Cameron, Yea; Mr. Carter, Yea; Dr. Harrington, Yea; Dr. Leland, Yea; Mr. Ramsdell, Yea; Mr. Palmer, Yea; Dr. Woody, Yea)
- Dr. Leland expressed his gratitude to the President Search Committee for their hard work and to the Board for their diligence in the selection process.
- Dr. Leland called the President candidates with the Board's decision. Each of the candidates thanked the Board for allowing them to be part of the process. Dr. Sojourner looked forward to becoming the next President.

2. Annual Board Evaluation Results and Action Plan Steps 10 min /10 min

Action: Leland

Motion: to approve of the Board Evaluation Results and Action Plan Steps (vote)

Rationale: to present the action plan based upon the results of the Board's Evaluation

- Based upon the Board's self-evaluation, Dr. LeLand presented a variety of action steps to address the challenges that were addressed in the results.
- Dr. Leland thanked the 44 participants in the evaluation for their honest feedback.
- Mr. Carter moved to approve the Board Evaluation Results and Action Plan Steps.
- By unanimous voice vote, the Board approved the motion.

3. Announcement of Board of Director Candidates 5 min/5 min

Action: Leland

Motion: Information

Rationale: to announce to the community candidates for the TCA Board of Directors

- Mr. Carter announced the candidates for this year's Board of Director's Election.
- The candidates are Mr. Chris Carter, Mr. Matt Dubois, Mr. Tom LaValley, and Mr. Dave May.
- Mr. Carter, Mr. Dubois, Mr. LaValley, and Mr. May introduced themselves.
- The Board thanked them for taking the time to apply as candidates for the Board.
- Dr. Woody moved to accept the candidates for the Board and was 2nd by Dr. Harrington.
- By unanimous voice vote, the Board approved the candidates for the Board Election.

4. Recruitment/Appointment/Evaluation of ED Policy 10 min/10 min

Action: Palmer

Motion: to approve of the Recruitment/Appointment/Evaluation of ED Policy and Evaluation Process

Rationale: to provide guidance to the Executive Director as he/she performs their duties

- The Board reviewed the policy with the following comments:
 - The Board wanted to add the 7th domain of leadership to the policy "staff leader"
 - Include reference that the Board will seek additional feedback from direct as well as indirect reporting staff to the President to help formulate the final evaluation of the President (Could be the TCA cabinet, principals, D20 Superintendent, etc.)
- Ms. Schulz will work with the Board to develop what this feedback loop will look like and how it will be conducted
- Mr. Palmer moved to approve the Recruitment/Appointment/Evaluation of President Policy with the addition of the "staff leader" added and feedback/360 review incorporated into the evaluation of the President and was 2nd by Dr. Cameron.
- The Board by unanimous voice vote approved the motion.

5. Chief Executive Officer Policy 5 min/5 min

Action: Leland

Motion: to approve of the Chief Executive Officer Policy

Rationale: to review the policy

- Dr. Woody moved to accept the Chief Executive Officer Policy and was 2nd by Mr. Carter.
- The Board by unanimous voice vote approved the motion.

6. Executive Director Evaluation (Dr. Coulter) 5 min /5 min

Action: Leland

Motion: None

Rationale: to review the performance of the current Executive Director

- Dr. Leland requested two other Board members to help complete Dr. Coulter's evaluation.
- Mr. Carter and Dr. Woody volunteered to help.
- These Board members will be in contact with Dr. Coulter to finalize his evaluation.

7. Titan of the Year 5 min/ 5 min

Action: Leland

Motion: information

Rationale: to discuss the Board's representative for the appreciation committee

- Dr. Leland gave a brief history of the involvement of the Board in the past with appreciation and Titan of the Year.
- When Mr. Kretchman left the Board, there was a void that needed to be filled as the liaison between the Board and parents conducting the Titan of the Year award.
- For one year, the Board asked the administration to take over its roll in guiding the Titan of the Year process.
 - One of the great successes from last year was allowing each school to select its own finalist from each of its schools. In addition, the administration also selected a finalist.
 - Once the finalist were selected, an impartial parent committee selected the Titan of the Year winner.
- The Board will review the Core Values document to revise the wording and clarify the Board's role in the Titan of the Year process.
- It was also suggested to place an annual review of the Core Values on the Board's Strategic Yearly Calendar

D. Board Development and Assessment

1. Board Retreat 5 min

Action: Leland

Rational: review the date of the July 25/26 Board Retreat; change to July 18/19 or Aug ½

- The Board retreat will take place on Aug 1 and 2.
- Dr. Carpenter will be asked to return and conduct the Board Retreat to include Board training (\$7,500).

2. Board Communication Planned 5 min

Action: Carter

Rationale: to develop and approve of communication update to community

- President Announcement
- Board Election Candidates

E. Future Board Agenda Items 5 min

1. Board Working Session

- a. March 5, 2014, 7:00 p.m.-10:00 p.m., Community Bible Study Building
- b. Objective 3, Board Tactic (2)
- c. Board lead presenters (Harrington, Woody)

X. Adjournment (Approx. 10:30 p.m.)

- At 9:43 p.m., Mr. Carter made a motion to adjourn and was 2nd by Dr. Woody.
- By unanimous voice vote, the meeting was adjourned. WooHoo!