



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS MEETING

### (OPEN TO THE PUBLIC)

MONDAY, OCTOBER 5, 2015, 6:00-8:46 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/Start Time

- I. **Call to Order** (6:00 pm) 1 min (6:00) (6:02)
- Mr. LaValley (Board Chair) called the meeting to order at 6:02.
- II. **Pledge of Allegiance/Mission Statement/Roll Call** 5 min (6:01) (6:03)
- Mr. LaValley read the TCA mission statement and called the roll (Mr. Carter; absent/excused, Mr. Dubois; arrived at 6:04, Dr. Harrington; absent/excused, Dr. Jennings; Here, Mr. LaValley; Here, Mr. Moulton; Here, Mr. Rudder; Here, Dr. Sojourner; Here, non-voting member)
- III. **Approval of Agenda** 5 min (6:06) (6:05)
- **Motion: Dr. Jennings moved to approve the agenda with the following change and was 2<sup>nd</sup>:**
    - **Item X.B.5. New Capital Construction Schedule/Budget/Scope changed from a “Vote” to a “1<sup>st</sup> Read”.**
  - Discussion: None
  - **Vote: By a majority roll call vote (5-0-2 absent) the Board approved the motion to approve the agenda with the change to Item X.B.5. (Mr. Carter; Absent // Mr. Dubois; Yea // Dr. Harrington; Absent // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**
- IV. **Comments from the Audience** (Audience members have 5 minutes to address the Board) 5 min (6:11) (6:06)  
(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)
- None
- V. **Celebrate TCA (North Friends of the Library/Junior Librarians)** 10 min (6:16) (6:07)
- Action: Harris  
Motion: (Info)  
Rationale: to highlight accomplishments of TCA students, staff, or parents
- The TCA Board recognized the hard work of the North Friends of the Library and the Junior Librarians. Tracy Wilcox described their duties. The following Junior Librarians were recognized: Jessika Klocker, Daniel Greene, Hayle Nguyen, Morgan Mullins, Kayla Kitch, Jordan Kitch, and Spencer Kitch.
  - The following Friends of the Library were recognized for their devotion to the library: Kelly Kitch, Tracy Wilcox, Mary Warner, Michelle Choi, Tammy Burtschi, Nicole Tyler, Lisa Snider, Ciara Gavin, Anna Smith, Angie Sommer.
- VI. **Comments from the Board of Directors** 5 min (6:26) (6:13)
- As a Board we need to focus on outcomes. Do our activities support what we want our outcomes to be. Do we allow our Board members to have enough time to review read aheads (understand) before making important decisions?
  - Mr. LaValley will send the Board Dr. Sojourner’s evaluation via e-mail. Please return it to him.
- VII. **Board Development (Amendment 64)** 10 min (6:31) (6:15)
- Action: Miller  
Motion: (Info)  
Rationale: to inform the Board on Amendment 64 and its relation to schools and tax revenue
- Marijuana sales took more in as taxation than TABOR allows

- On election day, the state will ask the voters to allow the state not to refund the excess taxation, but rather keep the funds to apply to school capital construction; as much as \$40 million could go to the BEST (Building Excellent Schools Today) Program
- 22-1 New Law
  - Permits but does not allow schools to dispense medical marijuana. Parents or medical provider may dispense but not school medical staff. Looking more at the use of patches rather than smoking.
  - Dispensing of marijuana is allowed but not at the risk to others.

VIII. **Report of the President & Cabinet Spotlights** 5 min/10 min (6:41) (6:17)

Motion: (Info)

Rationale: to highlight cabinet activities (Pres., Ops, Academic Services, and Advancement).

- Dr. Sojourner highlighted the following areas of his report:
  - D20 Monitoring Report
    - Progress on baseball field.
    - Mr. Jolly will present the report to the D20 Board. Dr. Sojourner will be out of town (National Character Conference in Atlanta)
    - The principals, cabinet, and C3I are holding a book study to build upon their servant leadership philosophy.
    - Advancement has begun a new year of mailings. Focus is on telling our story. Dr. Sojourner stressed the importance of giving at each of the 7 back to school night and 4 Grandparent days.

5 min (6:56) (6:25)

IX. **Consent Agenda**

Board Directed items to be removed from Consent Agenda:

Motion: to accept the Consent Agenda (vote)

- A. Minutes: Sept 2015 (Swanson)
- B. Written Reports of the President and Cabinet
  - 1. Human Resources (Schulz)
    - a. Matters Relating to Personnel Action
  - 2. Finance (VanGambleare)
    - b. Jul/Aug Financials
- C. Governance Membership Resolution
- D. SAC Meeting Minutes
  - 1. Central Elementary; May 6, 2015
  - 2. Junior High; Sept 9, 2015
  - 3. Central Elementary; Sept 14, 2015
  - 4. North Elementary; Sept 15, 2015
  - 5. CP-CSP; Sept 22, 2015

- **Motion: Mr. Rudder moved to approved the consent agenda with the following exception:**
  - **Remove the September 14, 2015 minutes for amendments.**
- Discussion: Comments from the Audience were accidentally omitted from the minutes.
- **Vote: By a majority roll call vote (4-1-2 absent) the Board approved the motion to approve the consent agenda with one exception: remove the September 14, 2015 minutes for discussion/amendment. (Mr. Carter; Absent // Mr. Dubois; Nay // Dr. Harrington; Absent // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

X. **Discussion Agenda Items**

A. **Items removed from Consent Agenda**

- **September 14, Minutes** (6:29)
  - **Motion: Dr. Jennings moved to approve the September 14, 2015, minutes by amending the Comments from The Audience that were accidentally omitted from the minutes:**
    - **Name of audience member who spoke: Jared Rook**
    - **Topic of conversation: Concern over TCA's age cutoff for early elementary grades.**
  - Discussion: None.
    - **Vote: By a majority roll call vote (5-0-2 absent) the Board approved the minutes with the amendments to the Comments from the Audience. (Mr. Carter; Absent // Mr. Dubois; Yea // Dr. Harrington; Absent // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

B. **Cabinet Level Reports**

1. **Annual Giving Fund Preview (FY 2015-2016)**

5 min/5 min (7:01) (7:03)

Action: Sojourner

Motion: (Info)

Rationale: to review the annual giving plan for the current year

- This item was discussed after Item B.3.
- Mr. Simpson highlighted the following items from his report.

- We want to thank our donors for making last year the most successful year TCA has had in raising greatly needed funds to support our school and teachers
  - On one hand, we raised more funds, but on the other hand, the percentage of parents did not increase and stayed at about the same (mid 30's)
    - Many of our current donors gave even more last year
  - Our focus will be to engage a larger portion of our parents understanding that they may not be able to give \$600 in a year; any amount would be appreciated
    - We won't forget to continue to advance the relationships we have made with our largest supporters; our top 40 donors made up 1/3 of our total contributions
  - Our goal this year is to raise 10% more than we did last year
- 2. ASD20 Monitoring Report Summary** 5 min/10 min (7:11) (6:31)
- Action: Sojourner  
 Motion: (Info)  
 Rationale: to review the monitoring report to be presented to the ASD20 Board
- Mr. Jolly will be presenting the Monitoring Report to the District 20 Board on Oct 15, 2015.
  - Highlights of the report include:
    - TCA had the lowest staff turnover rate in 10 years
    - All TCA schools received James Irwin Awards (Top 8% of schools in the state)
    - Only high schools ranked by Newsweek in southern Colorado
    - Making progress on capital construction projects
    - TCA has 68 days of operational cash reserves
    - TCA donors provided the best year in fundraising in TCA history
- 3. Accreditation Status** 10 min/5min (7:26) (6:43)
- Action: Jolly  
 Motion: (Info)  
 Rationale: to review TCA's accreditation status
- Mrs. Birkey gave an excellent summary of the accreditation process ([See Attachment 1: Accreditation and Accountability Process](#))
- 4. Operations Capital Construction Report** 5 min/20 min (7:41) (7:15)
- Action: Tubb  
 Motion: (Info)  
 Rationale: to review progress on all TCA capital construction projects
- The Central Campus project is attracting costs that were not initially in the original scope or budget
    - Many of these costs are being driven by the city of Colorado Springs
    - Some of the scope changes would allow us to save money now rather than cost us more money in the future
  - These are possible ways to save costs to be able to pay for the additional scope and expenses, for example:
    - Forgo requiring to have a performance bond on the contractor (we would need to have a high level of confidence in our contractor; we do, we have worked with Elder construction on two previous projects that have been completed on time and on or below budget; East Campus, North High School build out)
- 5. New Capital Construction Schedule/Budget/Scope** 5 min/10 min (8:06) (7:45)
- Action: (Tubb)  
 Motion: (Vote) (Changed to a 1<sup>st</sup> read)  
 Rationale: to replace notional schedule/budget/scope with higher fidelity estimates
- Mr. Tubb highlighted the following items from his report:
    - There are possible scope/time line changes to the projects we are planning
      - Some extra costs are being imposed by the city to the Central Campus renovation project (sidewalks, landscaping, parking lots, etc.)
      - Some project associated with the Central Campus that could be delayed until the future would be cheaper and more cost effective to accomplish now
      - It would be beneficial in moving forward with the baseball field more quickly than scheduled; parents are motivated and could possibly raise \$200,000 in additional sponsorships toward completing the baseball field
    - The costs for these scope changes would be about \$600,000
      - These additional costs could be paid for by using the funds in the endowment
      - This would require the Board to approve of the scope changes and use the funds in the endowment to pay for the additional scope costs; in

effect eliminating the endowment and putting the total amount of future donations toward school derived essentials

- Additional costs could be garnered from advancement funds over 3 years
- A major concern of the Board was committing funds now before knowing the actual costs of the projects (currently we have estimates). In January we would know more precise numbers and could allocate additional resources to the baseball field
- Dr. Jennings noted that problems with investing the endowment and allocating 10% of the annual fund to endowment should be resolved separately from using endowment funds for capital construction.
- The Administration will provide a proposal for the Board to vote upon at the November Board meeting

### C. Board Level Reports

#### 1. Charter School Advocacy

5 min/10 min (8:21) (8:28)

Action: LaValley

Motion: (1<sup>st</sup> Read)

Rationale: to consider joining with other Charter Schools to advocate policy changes in the State Legislature

- Mr. LaValley presented ideas for TCA to invest \$11,000 (as TCA's share) with other Southern Colorado charter schools, to enlist a lobbyist to represent us and other likeminded charter schools at the state legislature
  - Pro: One reason for this is that on occasion, the Colorado League of Charter Schools (CLCS), as the primary lobbyist for Colorado Charter Schools, does not always share the same viewpoints that TCA or other charter schools in our region hold; for instance, common core issues. This allows us to pool our voices to present other viewpoints to state legislatures
  - Con: There are no guarantees that a hiring a lobbyist will change the views of congressmen.
  - Con: We develop a fracture between a perceived coalition of the state's charter school community represented by the CLCS
  - Pro/Con: Are we turning into political advocates and will that affect our relationship with our parents and District 20
  - Pro: If we can affect change a little bit at a time, it benefits us more than if we do not do anything at all especially in the areas of common core, testing, and charter school funding (BEST grants, capital construction funding, etc.)
  - Pro/Con: How will TCA measure success? (Bills influenced/passed)
  - Con: TCA could risk our non-profit 990 statues if we become political activists
  - Con: Picking sides could alienate us from our stakeholders (parents)
- Mr. Miller was asked his legal opinion
  - It is of value to continue to meet with schools/interest groups to share best practices
  - There is value in the Board taking a position
  - Mr. Miller could advocate on TCA's behalf and could facilitate meetings with elected officials with no guarantees

### D. Board Communication

5 min (8:36) (8:53)

Action: Secretary

Rationale: to develop and approve of communication update to community

- Schedule for construction projects
- Celebrate TCA
- Stewardship Report

### E. Future Board Agenda Items

5 min (8:41) (8:54)

1. Annual Registrar Report, Nov, Martinez
2. Quarterly Financial Summary, Nov, VanGambleare
3. Review 990, Nov, FAC/VanGambleare (Changed to Feb, change strategic calendar)
4. State Assessment Report, Nov, Jolly (Changed to Jan)
5. Initiate Board Annual Evaluation Process, Nov, LaValley
6. Internal Financial Controls Report, Nov, VanGambleare
7. Quarterly FAC Report/Audit Review, Nov, FAC/VanGambleare
8. Board Members Evals of President Due, Nov, LaValley
9. End of Year Financial Review (Previous FY), Nov, VanGambleare
10. Election Policy Review, Nov, Jennings
11. Grant of Authority, Nov, Harrington
12. Conflict of Interest Policy Review, Nov, LaValley (Changed to Dec)
13. Board Agreement Policy Review, Nov, LaValley (Changed to Dec)

- XI. **14. Conflict Resolution, Jan, Sojourner (Change strategic calendar)** (8:46) (8:56)
- Adjournment** (Approx. 8:46 p.m.)
- **Motion: Mr. Rudder moved to adjourn the meeting and was 2<sup>nd</sup>.**
  - Discussion: None
  - **Vote: By a majority roll call vote (5-0-2 absent) the Board approved adjourning the meeting. (Mr. Carter; Absent// Mr. Dubois; Yea // Dr. Harrington; Absent // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

**Attachments:**

Attachment 1 Accreditation and Accountability Process



Chris Carter  
Board Secretary