



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

(OPEN TO THE PUBLIC)

MONDAY, MARCH 14, 2016, 6:00- 8:56 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.

AGENDA

- | | Presentation/Question Time/Start Time |
|---|---------------------------------------|
| I. Call to Order (6:00 p.m.) | 1 min (6:00) (6:00) |
| • Mr. LaValley (TCA Board Chair) called the meeting to order at 6:00 p.m. | |
| II. Pledge of Allegiance/Mission/Roll Call | 5 min (6:01) (6:01) |
| • Roll call: (Mr. Carter; Here, //Mr. Dubois; Arrived at 6:17 //Dr. Harrington; Absent/Excused // Dr. Jennings; Here // Mr. LaValley; Here // Mr. Moulton; Here // Mr. Rudder; Here) | |
| III. Approval of Agenda | 5 min (6:06) (6:03) |
| • Motion: Mr. Moulton moved to approve the agenda with the following change and was 2nd: | |
| o Add Item XI.C.5. Auditor Selection Vote. | |
| • Discussion: None | |
| • Vote: <u>Vote: By a roll call vote of 5-0-2 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; en route // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)</u> | |
| IV. Board of Directors Election | 5 min (6:11) |
| Action: LaValley | |
| Motion: (Vote) Instead of conducting a TCA Election in 2016, the TCA Board will confirm Dr. William Jennings and Mrs. Becky Van Vleet as Directors (having been the only two community members to put their names forward as Board Candidates for two open Board of Director Seats and meet the qualifications of a TCA Board member as stated in TCA Bylaws Section 4.2). This in accordance with established practice, the requirement in Bylaws Section 4.2(b) that the number of voting Directors be seven, the fact that the predicate components of policy BBB-TCA related to candidate notice and applications have been properly completed, and is not inconsistent with the vacancy process in TCA Bylaws Section 4.3. | |
| Rationale: As of 4:00 p.m. February 22, 2016 only two candidates had turned in Board Candidate Packages (after being given a two week extension in accordance with the TCA Election Policy). The TCA Board must vote on whether to appoint the two candidates in lieu of an election. | |
| • Motion: Mr. LaValley moved to approve the above motion and was 2nd. | |
| • Discussion: None | |
| • Vote: <u>By a roll call vote of 4-0-1-2 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; en route // Dr. Harrington; Absent/Excused // Dr. Jennings; Recused himself // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)</u> | |
| V. Comments from the Audience (Audience members have 5 minutes to address the Board) | 5 min (6:16) (6:04) |
| (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) | |
| • Mrs. Becky Van Vleet was the only audience member to make comments before the Board. | |

- o Her comments dealt with becoming a newly appointed Board member and can be found at Attachment 1 of the Board minutes.

VI. **Celebrate TCA (Art Award Winners)**

10 min (6:21) (6:10)

Action: (Harris)

Motion: (Info)

Rationale: to highlight accomplishments of TCA students, staff, or parents

- We celebrated the D20 Air Academy Federal Credit Union Art Scholarship award winners. TCA had 12 winners at the District award ceremony in February.
 - o Kindergarten: Vanessa Burns, Josie Jones
 - o 1st grade: Ellesyn Dulin
 - o 2nd grade: Morgan Meszler, Jenna Dossey
 - o 4th grade: Ella Franck
 - o 5th grade: Noah Archambault
 - o 6th grade: Kaylin Gray
 - o 7th grade: Fionna O’Halloran
 - o 8th grade: Peyton Anderson
 - o 10th grade: Cara Feller
 - o 12th grade: Ashley D’Agnese
- It was wonderful to honor these students at the board meeting and see the kindergarten through 12th grade students excited about their accomplishments.
- Their artwork is displayed at the District 20 Offices until March 25, 2016. If you are at the District 20 office, we encourage you to take a look at these talented students’ artwork.

2 min Break (6:15)

5 min (6:31) (6:17)

VII. **Comments from the Board of Directors**

- Mr. Dubois enjoyed the character conversation at the March 9, 2016 Special Board meeting. He wanted to note that as work is done on the Character Program to take into consideration standardization of best practices (things TCA knows will work), to choose measurements wisely, and determine assessments that matter.
- Mr. LaValley reviewed his experiences after attending the Colorado Charter School Conference (See Attachment 2)
- Dr. Jennings reviewed his experiences after attending the National Character and Leadership Symposium (See Attachment 3)
- Mr. Moulton reviewed his experiences after attending the Colorado Charter School Conference (See Attachment 4)
- Mr. Rudder recounted an interview of a PGA Professional that stated “performance is the key to success”. We should focus on doing the things that we need to succeed. We need to focus on the areas that we can control, rather than on ones we don’t have control, in order to succeed.

VIII. **Board Development (Title IX Coordinator)**

10 min (6:36) (6:31)

Action: Birkey

Motion: (Info)

Rationale: to inform the Board on her role and responsibilities as TCA’s Title IX Coordinator

- Mrs. Birkey described her role as the Title IX Coordinator and the duties she performs during discrimination investigations (see Attachment 5)

IX. **Report of the President & Cabinet Spotlights**

5 min/10 min (6:46) (6:38)

Action: Sojourner

Motion: (Info)

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

- Dr. Sojourner highlighted the following items during his report to the Board:
 - o All staff in-service
 - All teachers grades K-12 participated in a small group study/discussion involving the Atlantic article, “When Success Leads to Failure” by Jessica Lahey (see Attachment 6)
 - It is important to continue challenging the staff as a learning community; continually spark intriguing conversations
 - o Attendance at the Colorado Charter School Conference
 - Co-facilitator with Eric Hall during the break out session covering “Building a Good Workplace Environment”
 - Discussed top ten things to build a good workplace environment
 - At the top of the list were hire and teach relational staff and maintain trust with employees
 - o North Campus Traffic Flow Conundrum
 - We are working with the City Traffic Commission to identify traffic flow ideas
 - Models have been developed but our problems deal primarily with:
 - Not owning the areas that need adjusting (traffic circle to Voyager)
 - Only having one way in and out of North Campus

X. **Consent Agenda**

5 min (7:01) (6:49)

Board Directed items to be removed from Consent Agenda:

Motion: to accept the Consent Agenda (vote)

A. Minutes: 8 February 2016 (Swanson)

- B. Written Reports of the President and Cabinet
 - 1. Human Resources (Schulz)
 - a. Matters Relating to Personnel Action
 - 2. Finance (VanGambleare)
 - a. January Financials
 - b. Internal Financial Controls Report
 - 3. Operation (Tubb)
 - a. District Purchase Service Approval
 - 4. Board Policies
 - a. Communicating with the Board of Directors
 - 5. SAC Minutes
 - a. High School SAC, Jan 28, 2016
 - b. North Elem. SAC, Feb 16, 2016
 - c. CP/CS SAC, Feb 16, 2016
 - d. East Elem. SAC, Feb 22, 2016
 - e. Central Elem. SAC, Jan 25, 2016

- **Motion: Mr. Moulton moved to approve the consent agenda and was 2nd.**
- **Discussion: None**
- **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

XI. Discussion Agenda Items

A. Items removed from Consent Agenda

B. Cabinet Level Reports

1. **Operations Capital Construction Report (Monthly)** 5 min/10 min (7:06) (6:50)
 Action: Tubb
 Motion: (Info)
 Rationale: to review progress on all TCA capital construction projects, discuss the GMP for the Central Campus, and review projected spending plan
 - Central Project on track but has tight timelines
 - CP project new news
 - William Scotsman will only sell us a portable with two doors, although fire codes say it is OK with only 1 door
 - OSHA requires 2 doors; which in the end could be a blessing in case the state should decide to defer to OSHA standards instead of fire code standards
 - The Board requested more detail in the timelines and costs but does not need see slide presentation unless there is something significant to brief
 - Although there are risks involved in every project, as long as you have planned for them and they have not occurred, you can consider an area in the green
 - Baseball/softball field is considered at this stage to be only a practice field
 - With the addition of a fence (for safety reasons) it could be used as a competition field

2. **Budget Projection Report (5 Years)** 5 min/5 min (7:21) (7:18)
 Action: VanGambleare
 Motion: (Info)
 Rationale: to review
 - PPR increase is estimated to be only about 1.4% increase next year
 - This year's October count was 3391.5; anticipate next year to be 3363 (in line with current attrition model)
 - We are looking at reaching \$642,000 donations
 - We are estimating a \$400,000 positive fund increase for next year
 - PERA contributions cap out at 20.15% in two years
 - Benefit expenses look to rise overall by 13.6% next year

3. **Conflict Resolution Policy** 5 min/5 min (7:31) (7:40)
 Action: Sojourner
 Motion: (Vote) to approve changes to the Conflict Resolution Policy
 Rationale: to review/approve changes to the Conflict Resolution policy
 - **Motion: Dr. Jennings moved to approve the red line changes to the Conflict resolution policy and was 2nd.**
 - Discussion: None

- **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

4. **Curriculum Review/Text Review Secondary** 5 min/5 min (7:41) (7:44)

Action: (Jolly)

Motion: (1st Read) to approve changes to the secondary curriculum

Rationale: to review/approve changes to the secondary curriculum

- Mr. Galvin highlighted the following items from his report
 - This is the first year we have included CP in the curriculum review process
 - Spanish- no changes to current curriculum
 - French- changing from Bon Voyage to Vi en Vi; better fit to philosophy by placing a larger emphasis on grammar, culture and art
 - Latin- reinvigorate 7th and 8th grade and change to Cambridge Latin Series
- Why study Latin?
 - Many of the world's words are traced back to Latin origins
 - Knowing Latin helps improve your writing/spelling/understanding skills
 - Link to classical philosophy and philosophic thinking and learning
 - Easy to incorporate philosophers of the past in discussions

C. **Board Level Reports**

1. **Core Values Review**

5 min/5 min (7:51) (7:58)

Action: LaValley

Motion: (1st Read)

Rationale: to review TCA's Core Values Document and to make changes if required

- Mr. LaValley noted that the governance committee did not have any updates to the Core Values. We will add page numbers and an area for a review history to the document.
- Dr. Jennings will be the collector of any small changes to the Core Document as well as any major changes Board members would like to make to the Core Values before the next review takes place.

5 min Beak

2. **Board Agreement**

5 min/5 min (8:01) (8:06)

Action: LaValley

Motion: (Vote)

Rationale: to review and make changes to the Board Agreement Policy

- **Motion: Dr. Jennings moved to approve the changes recommended by the Governance Committee to the Board Agreement and was 2nd.**
- Discussion:
 - Mr. LaValley noted that the committee was still working on amending the questions for the Board's Self Evaluation.
- **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

3. **Board Budget Review**

5 min/5 min (8:11) (8:10)

Action: Moulton

Motion: (Vote) to approve the board Budget for the next FY

Rationale: to review the 2016-17 Board Budget

- **Motion: Mr. Moulton moved to approve the Board budget for the next FY and was 2nd.**
- Discussion: None
- **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

4. **Quarterly FAC Report**

5 min/5 min (8:21) (8:11)

Action: Moulton

Motion: (Info)

Rationale: To review selection of auditor and other FAC recommendations

- Mr. Moulton highlighted from the FAC report that the Central Campus still needs an AstroTurf playing field for its students; like the other schools.

5. **Auditor Selection Vote**

(8:15)

Action: Moulton

Motion: (Vote) to approve the auditor firm of

Rationale: to approve TCA auditor

- **Motion: Mr. Moulton moved to approve Clifton, Larson, and Allen as TCA's auditors and was 2nd.**
- Discussion:
 - Clifton, Larson, and Allen contract is for 5 years

- Clifton, Larson, and Allen have a history of good service, experience with schools in general and have working knowledge of charter schools, and have good references
 - Previous auditor prices had increased 80%
 - **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley: Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

D. Board Communication 5 min (8:31) (8:17)

Action: Secretary

Rationale: to develop and approve of communication update to community

- New Board Members
- Celebrate TCA
- Change to Conflict Resolution Policy
- First read on secondary languages curriculum review

E. Executive Session 10 min (8:36) (8:20)

Action: Sojourner

Motion: to enter Executive Session pursuant to C.R.S. 24-6-402(4) (b and h) to discuss a conflict resolution appeal involving confidential student information and to receive legal advice

- **Motion: Mr. Carter moved to enter Executive Session pursuant to C.R.S. 24-6-402(4) (b and h) to discuss a conflict resolution appeal involving confidential student information and to receive legal advice and was 2nd. The Board, Dr. Sojourner, and Mr. Miller entered the executive session.**
- Discussion: None
- **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley: Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

F. Board Action Pertaining to Executive Session 5 min (8:46) (8:32)

Action: Board

Motion: (Vote) on whether or not to hear the conflict resolution appeal

Rationale: opportunity for the Board to take action based upon Executive Session findings

- **Motion: Mr. Carter moved to not hear the conflict resolution appeal and was 2nd.**
- Discussion: None
- **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley: Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

G. Future Board Agenda Items 5 min (8:51) (8:33)

1. Naming Buildings Policy, Apr, Governance Committee
2. Advancement Policy, Apr, Governance Committee
3. Student Count Estimate for next FY, Apr (Info), VanGampleare
4. Preliminary Budget Approval for Next FY, Apr (1st Read), VanGampleare
5. Approve Next Year's Board Meeting Schedule, Apr (Vote), LaValley
6. Review Board Strategic Calendar, Apr (Vote), LaValley
7. Student Fee Schedule, Apr (1st Read), Jolly
8. Staff Climate Survey, Apr (Info), Schulz
9. 990 Review, Apr (Info), VanGampleare

XII. Adjournment (Approx. 8:56 p.m.) (8:56) (8:34)

- **Motion: Mr. Carter moved to adjourn the meeting and was 2nd.**
- Discussion: None
- **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent/Excused // Dr. Jennings; Yea // Mr. LaValley: Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

Attachments:

- 1) Comments from the Audience (Mrs. Van Vleet) Appointment to TCA Board
- 2) Comments from the Board of Directors (Mr. LaValley) Colorado Charter School Conference
- 3) Comments from the Board of Directors (Dr. Jennings) National Character and Leadership Symposium
- 4) Comments from the Board of Directors (Mr. Moulton) Colorado Charter School Conference
- 5) Comments from the Board Development (Mrs. Birkey) Title IX Coordinator
- 6) President's Report Letter