



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

(OPEN TO THE PUBLIC)

MONDAY, FEBRUARY 13, 2017, 5:30-9:00 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

Presentation/Question Time/Start Time

- | | | |
|------|---|---------------------------|
| I. | Board Candidate Video Presentations | 30 min (5:30) 5:35 |
| | Action: (Board Candidates) | |
| | Motion: (Info) | |
| | Rationale: to video record Board Candidates for the upcoming election and have an opportunity for the TCA community to meet the candidates | |
| | <ul style="list-style-type: none">The TCA Board Candidates (Dr. Baker, Mrs. Brown, Mr. Buckhouse, and Mrs. Goin) video recorded their 5 minute presentations. | |
| II. | Call to Order | 1 min (6:00) 5:30 |
| | <ul style="list-style-type: none">The Chair (Mr. LaValley) called the meeting to order at 5:30 p.m. | |
| III. | Pledge of Allegiance/Mission/Roll Call | 5 min (6:01) 5:31 |
| | <ul style="list-style-type: none">Roll call: (Mr. Carter; Here // Mr. Dubois; Here//Dr. Jennings; Here // Mr. LaValley; Here // Mr. Moulton; Here // Mr. Rudder; Here // Mrs. Van Vleet; Here) A quorum was present. | |
| IV. | Approval of Agenda | 5 min (6:06) 5:32 |
| | <ul style="list-style-type: none">Motion: Mr. Carter moved to approve the agenda with the following change and was 2nd:<ul style="list-style-type: none">Move item XII.C.1. Announce Board of Director Candidates to after Approval of Agenda.Discussion: None<u>Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)</u> | |
| V. | Comments from the Audience (Audience members have 5 minutes to address the Board) | 5 min (6:11) 6:02 |
| | (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) | |
| | <ul style="list-style-type: none">There was one comment from the audience from TCA senior Harrison Fowler. His remarks highlighted the following items:<ul style="list-style-type: none">Mr. Fowler is not in favor of the current dress code.<ul style="list-style-type: none">Men should be able to have ear rings and long hair just as the women are currently allowedCurrently the dress code is more of a guideline and is not enforced consistently between men and women<ul style="list-style-type: none">The dress code does not allow for individualityTCA can still appreciate classical values without sacrificing loss of individuality | |
| VI. | Comments from the Board of Directors | 3 min (6:16) 6:05 |
| | <ul style="list-style-type: none">Mr. Dubois thanked the board candidates for taking part in this year's Board Election<ul style="list-style-type: none">Mr. Dubois was concerned about creating two processes for Board Candidates (Appointed and Elected)<ul style="list-style-type: none">He thought it was unfair to have two classes of DirectorsThe Board should step back and re-evaluate the need of an appointed director and adopt a clearer processMr. LaValley stated that we have a very tight schedule this evening and that we should pay particular attention to the timesMr. Moulton stated that he was impressed by the high quality of candidates seeking appointment and election to the TCA BoardMr. Van Vleet said that she appreciated the two pathways that Board members can take (appointed or elected); there are advantages for TCA with each pathway | |
| VII. | Celebrate TCA (North Elementary: Let's Make TCA Sparkle) | 5 min (6:19) 6:08 |

Action: (Harris)

Motion: (Info)

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

- We celebrated several students in Ms. Barrett's 1st grade class at North Elementary. One student came up with the idea to "Make TCA Sparkle." She gathered her friends and family members and came to TCA North Campus on a Saturday morning to clean up around the campus. They definitely made TCA Sparkle. The administration was so impressed with this effort that North Elementary is planning a small service project to further this class's efforts to make TCA Sparkle. Watching our students live out A Titans Creed, by striving to be their best, do their best and give their best to the world is so fulfilling!

VIII. **Board Development (Legislative Update: New Laws and How they Affect TCA)**

10 min (6:24) 6:10

Action: (Miller)

Motion: (Info)

Rationale: to keep up to date with legislative actions that could affect charter schools

- Mr. Miller highlighted the following pieces of legislation that are making their way through the Colorado Legislature that may affect charter schools:
 - Colorado Open Records Act (Sending electronic copies instead of paper copies of information for CORA requests)
 - Declarative Safety Act (Putting clarification in the bill)
 - Licensure Considerations (Having all teachers become certified; even charter school teachers)
 - Mil Levy sharing bill (Districts giving fair share to charter schools)
- Mr. Miller also noted that the Colorado League of Charter Schools (CLCS) is changing leadership; Mrs. Flood (President) has left CLCS and they are looking for a replacement
- State Board of Education is controlled by the Democratic Party
- There is movement to have Universities become authorizers for charter schools

Report of the President & Cabinet Spotlights

5 min/10 min (6:34) 6:18

Motion: (Info)

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

- Dr. Sojourner highlighted the following items from his report:
 - The waiver we requested for the JH (concerning testing results) through CDE was approved by the State Board
 - Due to the high opt out rate for JH the rating was changed to "insufficient data"
 - All of TCA's other schools received the highest academic rating possible
 - TCA formed a secondary task force on the recommendation of Mr. Scott Poland when he was at TCA to talk about suicide prevention
 - TCA's task force recommended two items that TCA will adopt
 - Begin to include training for students, staff, and parents to recognize signs of suicide; training will be led by teachers
 - Make a health and wellness course a graduation requirement; an elective course would be discarded to make room for this course
 - CP already has this as a required course
 - No negative feedback from CP parents
 - It will be taken in 9th grade starting next year

IX. **Consent Agenda**

2 min (6:49) 6:23

Board Directed items to be removed from Consent Agenda:

Motion: to accept the Consent Agenda (vote)

- A. Finance December Financials (VanGamble)
- B. Quarterly Financial Report (VanGamble)
- C. SAC Minutes
 1. High School Jan 19, 2017
 2. East Elementary Jan 30, 2017
- **Motion: Mr. Rudder moved to file the consent agenda and was 2nd.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

X. **Minutes: Jan 9, Jan 20**

3 min (6:51) 6:27

Action: (Swanson)

Motion: (Vote) to approve the minutes for Jan 9 and Jan 20

Rationale: to review and approve the minutes

- **Motion: Mr. LaValley moved to make the following changes to the January 9, 2017 minutes and was 2nd:**
 - Change "on the way" in the roll call vote to "Late: arrived at 6:20"
 - Change wording concerning Item X.C.3. Consent Agenda Discussion to reflect the Board agreeing not to place any items on the consent agenda requiring Board action.
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr.**

XI. Discussion Agenda Items

A. Items removed from Consent Agenda

B. Cabinet Level Reports

1. **Curriculum Review/Text Review** 3 min/2 min (6:54) **6:30**
Action: (Jolly, Simpson)
Motion: (1st Read; **Changed to Info**)
Rationale: to review changes to the elementary curriculum
 - Mrs. Simpson reviewed Spalding stating that it has been here since TCA opened its doors and will continue to be used at TCA
2. **Student Support Services Update** 10 min/5 min (6:59) **6:38**
Action: (Jolly, Combs)
Motion: (Info)
Rationale: to review how TCA helps general and special education students
 - Mrs. Combs highlighted the following items from her report:
 - Levels of help given to students having difficulties at TCA
 - 504's
 - IEP's
 - RTI
 - The spectrum of disabilities at TCA can be challenging at times
 - Need the flexibility to shift resources as new student needs appear
 - Needs change whenever a new class of kindergartners arrive and as students get older
 - TCA Board thanked Mrs. Combs and her staff for all of the hard work they do to address the variety of student needs her staff faces each day
 - Dr. Jennings would welcome an additional SSS presentation as outlined in the final slide. Additionally, he is interested in learning about the financial aspects of SPED.
3. **Operations Capital Construction Report (Monthly)** 2 min/3 min (7:14) **7:03**
Action: (Tubb)
Motion: (Info)
Rationale: to provide the Board with a construction update
 - No new issues with the Central Campus
 - Wednesday is the final state fire inspection
 - Thursday is the final construction inspection and receipt of temporary certificate of occupancy
 - We will most likely have a soft opening of the school as well as an official grand opening
 - Soft opening after administration is moved in
 - Grand opening in the fall when school starts
 - We still have some things to do this summer at Central
 - Remove modulars
 - Parking lot, sidewalks, and landscaping
 - Playground reinstallation
 - Storm water mitigation
4. **Building Construction Contractor Selection Process Update** 10 min/10 min (7:19) **7:09**
Action: (Tubb)
Motion: (Vote) to approve a preliminary budget for the North Auditorium and North Elementary Gymnasium
Rationale: to review the progress to select a contractor to build the North Elementary Gymnasium and North Auditorium and to review the preliminary building costs
 - **Motion: Mr. Rudder, on behalf of the Capital Construction Committee, recommends that the board approve an initial budget of \$13 M for the North Elementary Gymnasium/Cafeteria and the North Campus Auditorium/Secondary Commons>**
 - Discussion:
 - Selection Process
 - Jan 20 we had 5 proposals for a Design/Build project
 - Jan 25-27 Interviews (Very Competitive)
 - Selected Nunn Construction and LKA Partners
 - Nunn was not the lowest bid, but the best value for this project
 - Projected to start summer of 2017 and end summer of 2018
 - Mr. Moulton asked if Nunn had done any prior work in constructing an auditorium (they had) and reviewed the different operational characteristics of a functioning performing arts stage and the selection criteria
 - The auditorium will be more than just the building but also what goes into it (lighting, dressing rooms, acoustics, etc.)

- Looking at the plans, we will need to do option 1 to have a functioning stage/auditorium
 - Options 1, 2, 3 and 4 will cost about \$3 M more
- Nunn has partnered with leading makers of interiors of auditoriums
- Will the commons areas be integral to the auditorium
 - Yes, they will provide areas for people to congregate before/after performances and during intermissions
- Some of the requirements for the gym are determined by CHSAA (like hard wood floors and ceiling height). Did not want to have students eating on gym floors and having custodians always taking time to cover the floors with plastic covering before and after students eat
 - Mr. Tubb explained that this was just the conceptual design phase and that we will go back to Nunn and LKA to determine what can be done with the money we have allocated to the project; there may be money savings if we are able to complete the entire project now, including all the phases
 - Dr. Jennings noted that there needs to be consideration for sports locker rooms for teams to provide support
 - The building will be comparable to the fit and finish of our current building
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

5. ***Annual Capital Construction and Capital Infrastructure List** 2 min/ 3 min (7:39) **7:42**

Action: (Tubb)

Motion: (Info)

Rationale: to review the capital construction projects and priorities for TCA

- Mr. Tubb outlined the priority facility needs of TCA into 3 Priorities:
 - Priority 1: Safety and security impact
 - Priority 2: Mission enhancement
 - Priority 3: Deferred Maintenance (Repair costs)
- In the long term, the Priority 3 items will become more concerning for TCA and we need to begin planning for large item repairs (roofs, boilers, etc.)

6. **District 20 Liaison Annual Report** 2 min/3 min (7:44) **7:47**

Action: (Sojourner)

Motion: (Info)

Rationale: to provide the TCA Board with a summary of Mr. Weston's annual report to the District 20 Board of Directors

- Dr. Sojourner highlighted the following areas of his report:
 - This is an annual report that Mr. Weston (D20 Liaison) provides the D20 School Board and is required by the State board of Education
 - The report is amazingly positive; applauding all TCA areas of interest (Operations, Finance, Governance, Academics, Leadership) receiving high praise (best Mr. Weston has seen)

C. Board Level Reports

1. **Announce Board of Director Candidates** 1 min (7:49) **5:33**

Action: (LaValley)

Motion: (Vote) to approve holding an election this year based upon having enough candidates to conduct an election

Rationale: to announce candidates for this year's TCA Board Election

- **Motion: Mr. Carter moved The TCA Board of Directors approves continuing with the 2017 TCA Election with the following Board Candidates: Mr. Paul Baker, Mrs. Betsy Brown, Mr. Todd Buckhouse, Mrs. Teri Goin. Since the number of candidates (4) exceeds the minimum requirement to run in this year election (2) for two open Board seats.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

2. **Selection of Top Two Board Appointed Candidates** 5 min/5 min (7:50) **7:54**

Action: (Moulton)

Motion: (Vote) to approve the BMAC's recommendation of two candidates that are vying for one appointed position on the TCA Board

Rationale: to recommend two well qualified candidates to the TCA Board for consideration for the one appointed Board position

- **Motion: Mr. Moulton on behalf of the Board Member Appointment Committee moved that the Board accept Rich Bennett and Peggy Littleton for formal consideration for appointment to the TCA Board of Directors.**
- Discussion:
 - The BMAC had several criteria on which to evaluate candidates
 - All candidates were well prepared, articulate and had a heart for the school
 - The finalists met all the criteria
 - Interviews with all candidates occurred at the same place/time/used the same criteria
 - After each interview, the BMAC discussed each candidate and reviewed the criteria
 - The BMAC did not conduct any further side bars or e-mails once the interviews were concluded
 - At the end of all the interviews, the BMAC discussed all the candidates using the criteria it had established and chose the two candidates that best fit the criteria
 - One Board member was concerned that the committee did not provide the Board with each committee member's written notes and selection scores
 - The committee provided all the information the Board as a whole requested or voted upon and provide the Board a recommendation for the top two candidates who best met the selection criteria
 - The Board found it difficult to develop a process at the same time it was appointing a Board member
 - Discussions arose as to having to be flexible when dealing with a new process for the first time; it might be very useful to create a policy at the end of the process
- **Vote: By a roll call vote of 6-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Nay // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

3. Board Appointment Process Update

5 min/5 min (8:00) 8:22

Action: (Moulton)

Motion: (Discussion)

Rationale: to discuss changes to the Board Appointment process

- Mr. Moulton outlined the next steps in the appointment process:
 - Prepare a package for the candidates to include:
 - Prepared questions
 - Core Values
 - Board Agreement
 - Interviews
 - Leaned toward having the interviews all in one night, March 13, (20 to 30 minutes each) and voting to appoint one person that same night
 - The Board would like some additional information about each of the finalists (a more detailed bio)

Break 8:30

4. Bylaw Update

2 min/3 min (8:10) 8:38

Action: (LaValley)

Motion: (Vote) to approve the recommended change to the bylaws that limits the number of times an appointed Board member can be appointed to the Board to once

Rationale: to review the appointed term limits of an appointed Board member

- **Motion: Mr. LaValley, on behalf of the Governance Committee moved to approve that an appointed Board Member may only be appointed by the Board for one term but that does not preclude the appointed member from running for an elected position on the Board.**
- Discussion:
 - Discussion arose that if the Board appointed a Director they should be able to appoint that Director a second time if that Director is an outstanding Board Member
 - It may be that the next Board may not need an appointed Board member's skill set for more than one term to improve the Board or TCA
 - The board may need a different point of view in three years
 - It was brought up that two researchers considered it unwise to split a Board into elected and appointed Directors
- **Vote: By a roll call vote of 6-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Nay // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**
- **Motion: Mr. LaValley, on behalf of the Governance Committee moved to approve changing the dates of the TCA election in the bylaws form May to April**

- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

5. **July 21 Summer Offsite Discussion** 5 min/5 min (8:15) **8:40**

Action: (LaValley)

Motion: (Discussion)

Rationale: to discuss possible topics for the Board's summer off-site meeting

- Mr. LaValley asked the Board to consider topics for the July 21 Summer offsite at Glen Eyrie
- Some topics may include the following:
 - Strategic Plan
 - How well do we live up to the Strategic Plan?
 - Board training topics
 - Bring founding parents to discuss TCA philosophy
- Send topics to Mr. Carter

6. **Grant of Authority** 3 min/2 min (8:25) **8:43**

Action: (LaValley)

Motion: (Vote) to approve the new grant of authority policy

Rationale: to review and approve a new grant of authority policy

- **Motion: Mr. LaValley moved to approve the changes to the Gant of Authority Policy and was 2nd.**
- Discussion:
 - There were general concerns about giving the Chair authority to talk with TCA legal counsel even though the chair would report to the Board upon doing so and needed approval by the Vice-Chair
 - Mr. Dubois was concerned about Board members understanding and reporting back to the Board information/legal opinions interpreted by TCA's legal counsel
 - Mr. LaValley agreed to table vote until March's Board Meeting
 - Mr. LaValley will review the GOA Policy with Mr. Miller (TCA Legal Counsel) and make further changes/recommendations to the Board (if required)

7. **Conflict of Interest Board Policy** 3 min/2 min (8:30) **8:58**

Action: (Dubois, Miller)

Motion: (Vote) to approve changes to the Conflict of Interest Policy

Rationale: to review and approve changes to the Conflict Resolution Policy

- **Motion: Mr. Rudder moved to approve the changes to the Conflict of Interest Policy and was 2nd.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

8. **Board Budget** 5 min/5 min (8:35) **9:00**

Action: (Moulton)

Motion: (1st Read)

Rationale: to review the Board's budget for the 2017-2018 school year

- Mr. Moulton reviewed the past two years of spending by the Board and recommend a budget for the 2017-18 school year

9. **Strategic Calendar** 3 min/2 min (8:45) **9:02**

Action: (LaValley)

Motion: (Vote) to approve changes to the Strategic Calendar

Rationale: to review and approve updates to the Strategic Calendar; specifically, reviewing policies every other year and moving the election process forward one month

- **Motion: Mr. LaValley moved to approve the changes to the Gant of Authority Policy and was 2nd.**
- Discussion:
 - The Board decided to table the vote until next time pending the outcome of the GOA vote

D. **Board Communication** 5 min (8:50) **9:06**

Action: Secretary

Rationale: to develop and approve of communication update to community and to update the Board on e-mail traffic and distribution

- TCA Election
- Capital Construction
- Appointment of Board of Directors Update
- Celebrate TCA

E. Closing Comments from the Board

5 min (8:55) 9:07

- Mrs. Van Vleet thanked the board for forthright and honest discussions.

F. Future Board Agenda Items

1. Core Values, Mar, Governance Committee
2. D20 Relations with District Charter Schools, Mar, Governance Committee
3. Communicate with the Board, Mar, Governance Committee
4. District Purchase Services Approval, Mar, Tubb
5. Board Budget Vote, Mar, Moulton
6. Meet the Board Candidates, Mar, LaValley
7. Revenue Projection/Student Count Estimate, Mar, VanGambleare
8. Internal Financial Control Report, Mar, VanGambleare
9. Quarterly FAC Report, Mar, Moulton
10. Curriculum Review/Text Review (Elementary) Vote, Jolly
11. Curriculum Review/Text Review (Secondary) 1st Read, Jolly
12. July Board Retreat, Mar, LaValley
13. President Feedback: Annual Capital Construction List, Monthly Construction Update, President's Report, Report of Activities, Mar, Board
14. Strategic Plan Assessments 1-3-1 and 1-3-2, Mar, LaValley

XIII. Adjournment (Approx. 9:00 p.m.)

(9:00) 9:08

- Motion: Mr. Rudder moved to adjourn the meeting and was 2nd.
- Discussion: None
- Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)



Chris Carter
TCA Board Secretary

Note: Items highlight with an (*) are tied to the Strategic Plan and deliverables by the Administration to the Board