



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

(OPEN TO THE PUBLIC)

MONDAY, APRIL 10, 2017, 6:00-8:36 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 | 1 min (6:00) 6:00 |
| | <ul style="list-style-type: none">The Chair (Mr. LaValley) called the meeting to order at 6:00 p.m. | |
| II. | Pledge of Allegiance/Mission/Roll Call | 3 min (6:01) 6:01 |
| | <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) Mrs. Littleton attended the meeting as well. A quorum was present. | |
| III. | Approval of Agenda | 3 min (6:04) 6:02 |
| | <ul style="list-style-type: none">Motion: Dr. Jennings moved to approve the agenda and was seconded.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> | |
| IV. | Board Election Results | 5 min (6:07) 6:03 |
| | Action: (Weston)
Motion: (Info)
Rationale: to announce the results of the TCA Board Election | |
| | <ul style="list-style-type: none">Mr. Weston announced the results of the election.<ul style="list-style-type: none">Dr. Paul Baker and Mrs. Teri Goin are elected to the TCA Board of Directors19.19% of TCA families voted in this year's electionPraised Board Clerk on work associated with Board electionResults of the election can be found at Attachment 1 signed by Mr. LaValley and Mr. Weston. | |
| V. | Celebrate TCA (District 20 Art Winners) | 5 min (6:12) 6:05 |
| | Action: (Harris)
Motion: (Info)
Rationale: to highlight accomplishments of TCA students, staff, and parents | |
| | <ul style="list-style-type: none">We celebrated the recent winners of the D20/Air Academy Federal Credit Union Art Show. TCA students competed against all the schools in D20 and won a total of 11 first place awards and placed in 3 more categories. Winners from the following TCA schools were represented: Central Elementary, Cottage School, East Elementary, North Elementary, Junior High, and High School. We enjoyed hearing from the students about the variety of artwork they produced. What a testament to our wonderful visual arts program here at TCA! | |
| VI. | Comments from the Audience (Audience members have 5 minutes to address the Board) | 5 min (6:17) 6:12 |
| | (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 only one speaker from the audience; Mrs. Lisa Kuyper (Central Campus gym teacher) discussed her thoughts in support of building the Central Campus turf fieldHighlights from Mrs. Kuyper's remarks include:<ul style="list-style-type: none">She has confidence that the Board will make wise decisions and will expend allocate funds as neededThere is a great volume of students that use the field each day<ul style="list-style-type: none">Dirt makes its way back into the buildingPlayground equipment shows quick wear from a dirt fieldThanked the Board for the new building and listening to parents and staff | |
| VII. | Comments from the Board of Directors | 3 min (6:22) 6:16 |

- Dr. Jennings spoke from prepared remarks (See Attachment 2) about his concerns with the book “A Gift of Failure” that the administration will be using as a guide for teacher professional development, student and parent discussions, and kindergarten parent distribution
 - He asked the Board to read the book to get a better understanding of its implications
 - Mr. Dubois brought up a point of order that Dr. Jennings was evaluating staff in contravention of the Board Agreement
 - Mr. Moulton felt that the discussion was focused on the contents of the book
 - After a brief discussion, the conversation ended with the possibility of this topic being considered as a discussion item at a later date
- Mrs. Van Vleet praised the Board Clerk for organization of read aheads and work in general (Looks forward to Board treats)

VIII. **Board Development (Legislative Update/Board Training) Fiduciary Duties** 5 min (6:25) **6:23**

Action: (Miller)

Motion: (Info)

Rationale: to review current legislative initiatives at the state and provide Board training

- Mr. Miller highlighted the following items from his presentation:
 - New Board members always ask whether they are protected from being sued
 - Board members are well protected by government immunity, corporate immunity, and school insurance
 - In Colorado, there are no recorded cases of Boards who have violated their fiduciary responsibilities
 - Rarely do Board members get sued; they would need to commit a tort violation or a crime to get sued
 - More often than not, there is no recourse to hold school Boards accountable
 - Mr. Miller explained to the Board that Directors should be particularly careful when leaving the Board; they could expose themselves to liability should they discuss confidential information
 - The Board has three primary fiduciary responsibilities:
 - Care: Attend Board meetings and know what is going to be talked about
 - Loyalty: Act in the best interest of the school
 - Obedience: Adhere to policies and practices of the school

IX. **Report of the President & Cabinet Spotlights** 5 min/5 min (6:30) **6:30**

Motion: (Info)

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

- Dr. Sojourner highlighted the following items from his report:
 - Named the Titan of the Year (TOTY) finalists from each school and administration
 - Thanked Mrs. Dubois, Mrs. Harris, and the TOTY Committee for their hard work
 - The Titan of the Year will be announced at the Aug 10 staff in-service
 - Traffic Control and Carpool
 - The City will remove the roundabout at the North Campus in June
 - TCA continues to work with Idyllwild Office Park
 - TCA is looking at increasing the stagger between North Secondary and North Elementary start times from 15 to 30 min, as recommended by the City. Currently evaluating potential impact on our community
 - TCA has looked into how current and future development will affect the boundaries of the mouse habitat. US Fish and Wildlife currently evaluating possible boundary shift

X. **Consent Agenda** 2 min (6:40) **6:40**

Board Directed items to be removed from Consent Agenda:

Motion: to file the Consent Agenda (vote)

A. Finance February Financials (VanGampleare)

B. SAC Minutes

1. HS SAC Minutes March 16, 2017

- **Motion: Mr. Moulton moved to add the following items to the consent agenda that were inadvertently left off but were included in the read ahead and was seconded:**
 - **JH SAC Minutes Nov 17, 2016**
 - **JH SAC Minutes Jan 19, 2017**
 - **JH SAC Minutes Mar 9, 2017**
- 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)**
- **Motion: Mr. Moulton moved to file the amended consent agenda and was seconded.**
- 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)**

XI. **Minutes: Mar 13, 2017**

3 min (6:42) 6:41

Action: (Swanson)

Motion: (Vote) to approve the minutes for Mar 13, 2017

Rationale: to review and approve the minutes

- **Motion: Dr. Jennings moved to approve the Mar 13, 2017 minutes and was seconded.**
- 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)**

XII. **Discussion Agenda Items**

A. Items removed from Consent Agenda

B. Cabinet Level Reports

1. **Student Support Services (SSS) Focus Areas and Costs**

5 min/5 min (6:45) 6:43

Action: (Jolly/Combs)

Motion: (Info)

Rationale: to review costs associated with SSS focus areas

- Mrs. Combs highlighted the following items from her report:
 - Reviewed the funding sources for special education
 - Explained the difference intellectual vs emotional disabilities
 - Additional funding above PPR that flows through ASD20 to TCA
 - MOE (Maintenance of Effort) funding
 - Buy back services from ASD20
 - Special education services not provided by TCA
 - Is it difficult to have conversations with parents about services we don't provide?
 - Yes, but we make every effort to build a transparent relationship with parents to outline what is best for their children; in the long run parents care about what is in the best interest of their children and we are honest about what we can and cannot provide
 - ASD20 has more robust resources for students as they need more significant support needs
 - Do we run into risks when we can't provide the services a student needs? No. We help parents make the best decisions when it comes to the wellbeing of their children
 - We have about 6% of our students with special needs
 - The average is about 10-12%

2. **Student Fee Schedule**

5 min/5 min (6:55) 7:02

Action: (Jolly/Birkey)

Motion: (1st Read)

Rationale: to review student fees for the 2017-2018 school year

- Mrs. Birkey highlighted the following items from her report
 - The cost of the Health and Wellness course will decrease from \$25 to \$8
 - In general the activities fees will increase by 15% for the following reasons:
 - CHSAA Costs
 - League Costs
 - Officials/Referee Costs
 - Uniform Costs
 - Supply/Maintenance Costs
 - Travel Costs (Buses; we are traveling further distances than we have in the past)
 - TCA subsidizes all of our sports costs, we can't afford to subsidize much more
 - On a case by case basis, we offer scholarships to students who do not have means to pay based upon a variety of factors (Free and reduced lunch, donations, circumstances beyond student's control; Principals usually review these type of cases)
 - We monitor our sports programs budgets and costs

3. ****5 Year Budget Projection Plan**

5 min/5 min (7:05) 7:12

Action: (VanGambleare)

Motion: (Info)

Rationale: to review the 5 year budget plan in preparation for this year's budget

- Mr. VanGambleare highlighted these items from his report:
 - Current state budget call for an increase in PPR by \$185 per student (approximate 2% increase overall)
 - ASD20 uses \$172 to plan its budget
 - TCA uses \$140 to plan its budget

- Student count (FTE) was 3452 for 2017
- Student count (FTE) estimated at 3404.5 for 2018
- Employee benefits costs (Health Insurance) will increase next year
- PERA employer and employee contributions will increase next year
- Federal Impact Aid could be eliminated based on actions President Trump may take
- TCA Donations have decreased this year

Break 7:22

4. Curriculum Review/Text Review English Curriculum (Secondary) 1 min/ 1 min (7:15) 7:30

Action: (Jolly/Galvin)

Motion: (Vote) to approve changes to the secondary English curriculum as presented

Rationale: to approve changes to the secondary English curriculum

- **Motion: Mr. Rudder moved to approve the changes to the secondary English curriculum as presented.**
- Discussion:
 - Mr. Galvin highlighted the following items from his report:
 - No changes were made since last time
 - The books under review were made available to parents for 2 weeks
 - There were no negative comments
 - None of the books that were reviewed were abridged (there are very few books on the list that are abridged – maybe one or two and they are in JH)
 - 13 of the 24 secondary reading books have some mention of suicide
 - None of the books glorify suicide
 - Most of the books have off stage remarks about suicide like Frankenstein
 - Teachers do a good job in guiding the discussion about suicide
 - Students want to discuss this topic
 - Romeo and Juliet and The Brothers K are classics that reference suicide
 - There are many classical secondary books the students read that contain containing references to adultery
 - Mrs. Van Vleet noted that the Bible also has reference to adultery and suicide
- **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. Wellness Task Force Update 5 min/5 min (7:17) 7:38

Action: (Jolly)

Motion: (Info)

Rationale: to provide update on Task Force activities and current year plans/timeline, and review Health and Wellness course scope/sequence and information dissemination plan to parents

- TCA put out a one question survey to see what parents are interested in learning about
- We are adding two students to the Task Force (a junior from CP and a junior from the HS)
 - Students want to part of the solution and conversation; they want to engage in the process
- We are also adding two parents to the Task Force
- April 24 – TCA is having a Mental Health and Suicide Prevention Expo
 - There will be an opportunity for parents to learn more about the Health and Wellness Course being taught at TCA

6. Operations Capital Construction Report (Monthly) 10 min/10 min (7:27) 7:48

Action: (Tubb)

Motion: (Vote) to approve bond project budget for remaining bond dollars

Rationale: to allocate the remaining \$.64M of bond funding

- **Motion: On behalf of the Capital Construction Committee, Mr. Rudder moved that the Board approve a budget of \$800K for the turf field project at the Central Campus.**
- Discussion:
 - Next month, the Capital Construction Committee will be asking the Board to approve a long term master plan buildout for the North Campus that utilizes the full \$21.05M bond budget

- It is important to know what the priorities are since the administration will be moving to the portables at the Central campus for up to four years based upon the course we decide to choose
 - Mr. Tubb outlined three options for the use of the remaining first issuance of bond monies
 - The Capital Construction Committee feels the turf field would be the best option and affect the most students in the near term (Central Campus students, JH and HS sports programs (soccer, football, softball, etc,))
 - Elder Construction will construct the field and said it could be completed by late summer or early fall
 - We have asked ASD20 for an advance on our bond money but they are also weighing their options and construction costs; we should get a better feel on their position after their June Board meeting
 - Dr. Jennings expressed reservations about the process of requesting the \$640,000 allocation, not the Central Elementary field itself, and indicated he would likely be supporting the motion if it was being voted upon later.
- **Vote: By a roll call vote of 6-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Jennings; Nay // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

7. ****Annual Staff Climate Survey**

5 min/5 min (7:47) **8:15**

Action: (Schulz)

Motion: (Info)

Rationale: to review the results of this year's staff climate survey

- Ms. Schulz highlighted the following items from her report:
 - TCA received extraordinarily positive feedback from the staff climate survey
 - 48 of the 69 questions asked had positive increases in approval ratings
 - Highest area of staff satisfaction: Improvement in understanding the employee grievance resolution procedures
 - We can attribute this to a better communication plan to inform the staff of the procedure
 - The areas of greatest concern for staff were in adequate facilities and compensation
 - We are addressing their concerns especially in regards to facilities
 - It was noted that teachers are making a conscious decision to work at TCA for less money because of the environment they teach in and leadership they see and feel

C. Board Level Reports

1. **Quarterly FAC Report**

5 min/5 min (7:57) **8:29**

Action: (Moulton)

Motion: (Info)

Rationale: to review the quarterly FAC report

- Mr. Moulton highlighted the following items from his report:
 - The FAC praised the conservative approach Mr. VanGambleare took with this year's budget and the 5 year plan outlook
 - Praised Mrs. DeMott's thorough review of the 990
 - We need to review the costs associated with fundraisers and determine what works best for TCA
 - For instance, golf tournaments usually do not make very much money
 - Where is the best use of our time and resources to fundraise
 - We may need to review the President's succession plan to ensure identified staff are properly trained
 - We are aware of the rising costs of TCA's Health Insurance
 - Overall, the FAC is very satisfied as to TCA's financial condition and reporting

2. **Board Meeting Schedule**

2 min/2 min (8:07) **8:32**

Action: (LaValley)

Motion: (Vote) to approve the 2017-2018 Board meeting schedule

Rationale: to review and approve the Board meeting schedule for the 2017-2018 School year

- **Motion: Dr. Jennings moved to approve the Board Strategic Calendar with the following changes:**
 - **Move the January 8, 2018 Board meeting to January 9, 2018**
 - **Move the June 11, 2018 Board meeting to June 4, 2018**
 - **Remove the requirement that the President's Cabinet attend Board meeting; the Board only requires the President and the Board Clerk to attend Board meetings**

- 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)**
3. **Board Strategic Calendar** 3 min/2 min (8:11) 8:37
 Action: (LaValley)
 Motion: (Vote) to approve the Board Strategic Calendar
 Rationale: to review and approve the Board Strategic Calendar
- **Motion: On behalf of the Governance Committee, Mr. LaValley moved to approve the Board Strategic Calendar.**
 - Discussion: None
 - **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)**
4. **July Board Retreat Agenda** 5 min (8:16) 8:39
 Action: (LaValley/Carter)
 Motion: (Discussion)
 Rationale: to review topics for and discuss an agenda for the July 21 Board Offsite
- Mr. Carter asked the Board to send him any further suggestions concerning topics for the July 21 oversight meeting by April 30
 - Some of the topics already submitted for consideration as discussion topics include:
 - Founder’s panel discussion
 - How to think through topics for Board meeting discussion items
 - The effect technology will have on TCA near and long term
 - Board training
 - Brainstorming for next year
 - Where do we want to be as a school in 20 years (vision, strategic operations, etc.)
 - Scale of discussion surrounding annual review of TCA’s Strategic Plan
 - New Board member consideration (almost half of the Board will be new)
5. **Bond Authorization Documents** 2 min/3 min (8:21) 8:47
 Action: (LaValley)
 Motion: (Vote) to authorize the TCA Board Chair and Secretary to sign D20 bond documents
 Rationale: to approve the Chair signing bond documents on behalf of the Board
- **Motion: Mr. Rudder moved to authorize the TCA Board Chair and Secretary to sign the D20 bond documents**
 - Discussion:
 - Dr. Sojourner briefly discussed the two documents to be signed:
 - First; the Bond Agreement
 - States that the district will give us \$21.05 M
 - Outlines the procedures covering how the money will pass through ASD20 at our request to pay our construction bills; works very well
 - Second, Right of First Refusal
 - In the event TCA Charter is revoke and after TCA pays off its creditors, it gives ASD20 the right to buy our property and buildings first
 - Our bond attorneys have reviewed the documents and are satisfied with their contents
 - With these documents, there are no longer concerns about the issues relating to severability
 - **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)**
6. **Feedback/Strategic Plan Verification** 5 min (8:26) 8:53
 Action: (LaValley)
 Motion: (Discussion)
 Rationale: to review President feedback and “summary reports” to the Board
- Dr. Sojourner had no comments concerning the feedback he received from the summary reports
 - There was some discussion as to the meaning of summary report; whether it means a one page document (on each of the two reportable requirements) that combines Dr. Sojourner’s remarks from his President’s reports or was the information in his President’s report sufficient
 - The current one page document (per report) might make it easier for the Board to review rather than go through each of Dr. Sojourner’s President’s reports

- It might be useful to review these two strategic plan reportable items to see how they benefit TCA

D. Board Communication

5 min (8:31) **9:00**

Action: Secretary

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

- Board Election Results
- Celebrate TCA
- Central Campus Turf Field Construction

E. Closing Comments from the Board

5 min (8:36) **9:01**

- No closing comments from the Board

F. Future Board Agenda Items

1. Student Fee Schedule, Vote, May, Jolly
2. Auditor Engagement, Info, May, VanGambleare/Moulton
3. Quarterly Financial Summary, Info, May, VanGambleare
4. Current Year Budget Revision, 1st Read, May, VanGambleare
5. Charter Review, 1st Read, May, Tubb
6. Board Evals of President Due, Info, May, LaValley
7. **Annual Parent Survey Analysis, Info, May, Jolly
8. Adopt a School Report, Info, May, Board Members
9. Preliminary Budget Review for next FY, 1st Read, May, VanGambleare
10. **Annual Character Report (Data Supported Measures), Info, Jolly
11. Executive Session (President Feedback), May, LaValley
12. Board Member Appointment Policy, 1st Read, May, Moulton

XIII. Adjournment (Approx. 8:36 p.m.)

(8:36) **9:02**

- **Motion: Mr. Carter moved to adjourn the meeting and was seconded.**
- 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)**

Attachments:

- 1) 2017 TCA Election Results
- 2) Dr. Jennings prepared remarks on the book "A Gift of Failure"



Chris Carter
Board Secretary

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