



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS MEETING

### (OPEN TO THE PUBLIC)

MONDAY, JUNE 12, 2017, 6:00-8:10 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.   | <b>Call to Order</b>  | 1 min (6:00) (6:00) |
|      | <ul style="list-style-type: none"><li>The Chair (Mr. LaValley) called the meeting to order at 6:00 p.m.</li></ul>   |                     |
| II.  | <b>Pledge of Allegiance/Mission/Roll Call</b>   | 3 min (6:01) (6:01) |
|      | <ul style="list-style-type: none"><li>Roll call: (Mr. Carter; Resigned from the Board due to family matters // Mr. Dubois; Here // Dr. Jennings; Here // Mr. LaValley; Here // Mr. Moulton; Here // Mr. Rudder; Here // Mrs. Van Vleet; Here) Dr. Baker, Mrs. Goin, Mrs. Littleton attended the meeting as well. A quorum was present.</li></ul>  |                     |
| III. | <b>Approval of Agenda</b>   | 3 min (6:04) (6:02) |
|      | <ul style="list-style-type: none"><li><b>Motion: Mr. Moulton moved to approve the agenda and was seconded.</b></li><li>Discussion: None</li><li><b>Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)</b></li></ul>  |                     |
| IV.  | <b>Farewell to Mr. Dubois</b>   | 5 min (6:07) (6:03) |
|      | <ul style="list-style-type: none"><li>The Board thanked Mr. Dubois for his valuable service and his perspective to TCA. He always had the best interests of the school in mind.<ul style="list-style-type: none"><li>Mr. Dubois wished to thank his fellow Board members and that it was an honor to serve on the board.</li><li>Mr. Dubois admired the hardworking staff, teachers, and administration and praised their tireless efforts.</li></ul></li><li>The Board also thanked Mrs. Dubois for her great work as the head of the Titan of the Year Committee for the past three years.</li><li>Mr. Dubois will be moving to Ohio to follow a job opportunity. (He remains a board member through August.)</li></ul>               |                     |
| V.   | <b>Celebrate TCA (Destination Imagination/Speech and Debate)</b>  | 5 min (6:12) (6:11) |
|      | Action: (Harris)<br>Motion: (Info)<br>Rationale: to highlight accomplishments of TCA students, staff, and parents <ul style="list-style-type: none"><li>We celebrated the three Destination Imagination Teams (Elementary, Junior High and High School) that competed at Globals last month and the five High School students who will compete at Speech and Debate Nationals next week. Both groups performed very well at their respective State Competitions. We are very proud of these students for representing TCA so well in these important extracurricular activities.</li></ul>  |                     |
| VI.  | <b>Comments from the Audience</b> (Audience members have 5 minutes to address the Board)  | 5 min (6:17) (6:15) |
|      | (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"><li>There were no comments from the audience.</li></ul>   |                     |
| VII. | <b>Comments from the Board of Directors</b>   | 3 min (6:22) (6:16) |
|      | <ul style="list-style-type: none"><li>Mrs. Van Vleet praised Mr. LaValley for his leadership as Chair of the Board (courage and grace, respect and humility, fairness and balance)</li><li>Mr. Moulton expressed his enthusiasm as part of the New York and Washington D.C. TCA school trip that he chaperoned with 5 other chaperones and 26 TCA students. It was fun, fast paced, and educational.</li><li>Dr. Baker thanked Mr. Dubois for his insight in the short time he was able to know/work with him on the Board.</li><li>Mrs. Littleton remarked that it was sad that she only had a short time to know Mr. LaValley and Mr. Dubois as Board members. However, she was excited about what the future holds at TCA.</li></ul> |                     |

- VIII. **Board Development (Legislative Update/Board Training)** 5 min (6:25) (6:22)  
 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 report:
    - High school 9<sup>th</sup> grade PARCC tests are being replaced by the Pre-PSAT
    - The mil levy sharing bill was passed by the Colorado Legislature, but it is important that we work with ASD20 as we go forward.
  - Mr. Miller asked the Board if Mr. VanGamble could be nominated as a possible member of a state subcommittee dealing with school finance; there was no disagreement
  - Next year there will be high interest at the legislature for creating educational savings accounts
  - There is still interest at the legislative level of having universal teacher licensure
    - At TCA ~~only about 5037%~~ of teachers have ~~active Colorado~~ licenses (Of those, 5% have expired).
- IX. **Report of the President & Cabinet Spotlights** 5 min/5 min (6:30) (6:28)  
 Motion: (Info)  
 Rationale: to highlight cabinet activities (Pres., Ops, Academic Services, HR, and Advancement).
- Dr. Sojourner highlighted the following items from his report:
    - Encouraged the TCA board to attend a CP/HS graduation (they can't be compared to any others in the district)
      - Three ASD20 Board members attended our graduations this year
    - Encouraged the Board to read the final Palmarium of the year to gain a better understanding of what the student and staff have accomplished this year
    - The ~~Traffic~~ traffic circle is gone at the north campus
      - Carpool will be more efficient
      - The City did the work at no cost to TCA
      - TCA (at the north campus only) will stagger the start of the high school/junior high and the elementary school by 30 minutes next year
    - We have moved the admin from the portables at North to the portables at Central
- X. **Consent Agenda** 2 min (6:40) (6:38)  
 Board Directed items to be removed from Consent Agenda:  
 Motion: to file the Consent Agenda (vote)
- A. April Financials (VanGamble)
  - B. Appreciation Committee Annual Report (Van Vleet)
  - C. SAC Minutes
    1. CP and CSP April 11, 2017
    2. North Elementary April 18, 2017
  - D. Adopt a School Report: East Elementary
- **Motion: Dr. Jennings moved to file the consent agenda and was seconded.**
  - Discussion: None
  - Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois: Yea // Dr. Jennings: Yea // Mr. LaValley: Yea // Mr. Moulton: Yea // Mr. Rudder: Yea // Mrs. Van Vleet: Yea)
- XI. **Minutes: May 8, 2017** 3 min (6:42) (6:39)  
 Action: (Swanson)  
 Motion: (Vote) to approve the minutes from May 8, 2017  
 Rationale: to review and approve the minutes
- **Motion: Mr. Rudder moved to approve the minutes and was seconded.**
  - Discussion: None
  - Vote: By a roll call vote of 6-0 the Board approved the motion. (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. **Operations Capital Construction Report (Monthly)** 5 min/5 min (6:45) (6:40)  
 Action: (Tubb)  
 Motion: (Info)  
 Rationale: to review progress on TCA construction projects
      - Central Campus
        - Parking lot is being improved to include lights, islands, and irrigation for plants
        - Removed 4<sup>th</sup> grade modulars to be replaced by playground
        - Turf field is under construction and should be completed by Labor Day
        - Working to minimize storm water run-off problems and erosion
      - North Campus
        - -Current costs for the gym are \$53,000 under budget

- o Gym should be completed by the start of 2018 school year
- o All power to the North Campus with be shut off for approximately 3 days toward the end of July (Electrical, water, fire, security)

2. **Charter Approval** 2 min/3 min (6:55) (6:50)

Action: (Tubb)

Motion: (Vote) to approve the Charter Agreement between Academy District 20 and TCA

Rationale: to review and approve the Charter Agreement between Academy District 20 and TCA

- **Motion: Mr. Rudder moved to approve the Charter Agreement between Academy District 20 and TCA and was seconded.**

• Discussion:

- o IT costs increased for ASD20 and TCA
- o Changed the language in the Charter to include reference to an appointed TCA Board member
- o Added language referencing the ASD20 Capital Construction bond and TCA's participation as well as the ASD20-TCA bond agreement
- o State CDE waivers expire in June 2038

• **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr.**

• **Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**

3. **Current Year Budget Revision** 5 min/5 min (7:00) (6:53)

Action: (VanGambleare)

Motion: (Vote)

Rationale: to approve changes to the current year budget

- **Motion: Mr. Moulton moved to approve the current year budget revision as presented by the ~~finance office~~ Administration and was seconded.**

• Discussion:

- o A majority of the funds are being transferred from one account to another; funds have been encumbered but have not been collected (fundraisers, Band to State, Summer Sports Camps, as examples)

• **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr.**

• **Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**

4. **Adoption of FY17/18 Budget** 2 min/3 min (7:10) (7:00)

Action: (VanGambleare)

Motion: (Vote) to adopt the FY17/18 Budget as presented by the Administration

Rationale: to appropriate funds for FY17/18 operations

- **Motion: Mr. Moulton moved to adopt the FY17/18 Budget as presented by Administration and was seconded.**

• Discussion:

- o The budget did not change since the Board reviewed it in May
- o The PPR did increase since the Board reviewed the budget
  - First thought in CFO's mind is to increase the cash reserves
  - CFO understands that there could be unforeseen projects that these added funds could help pay for
  - More than likely, TCA will address the excess funds in a mid-year budget revision

• **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**

C. **Board Level Reports**

1. **July Board Retreat Agenda** 5 min/5 min (7:15) (7:06)

Action: (LaValley)

Motion: (Vote) to approve the July Board Retreat Agenda

Rationale: to review and approve the topics for the July 21 Board Offsite

- **Motion: Mrs. Van Vleet moved to approve the Board Retreat agenda and was seconded.**

• Discussion:

- o Jim and Mary Kretchman have agreed to attend to be part of the founders' round table
- o Their presentation will be similar to the presentation to staff at the beginning of each year
  - What were they thinking about TCA around the dinner table back in 1996?

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- The discussion about the Strategic Plan should focus on “Are we living up to the Strategic Plan?”
  - **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**
- 2. **Training Committee Annual Report** 3 min/3 min (7:25) (7:13)  
 Action: (Rudder)  
 Motion: (Info)  
 Rationale: to review New Board training and Board training accomplished during the year
  - Training is continuing with the new Board members; next meeting is June 17 with Mr. Rudder, ~~and~~ Mr. LaValley, and Mr. Miller
- 3. **Adopt a School, Board Assignments** 3 min (7:31) (7:14)  
 Action: (LaValley)  
 Motion: (Vote) to approve Board Adopt a school assignments  
 Rationale: to provide Board members the opportunity to better understand schools at TCA
  - **Motion: Mr. Rudder moved to approve the Board Adopt a School assignments and was seconded.**
  - Discussion:
    - Board adopt a school assignments:
      - North Elementary: Mrs. Goin
      - Central Elementary: Mr. Rudder
      - East Elementary: Dr. Jennings
      - Cottage School: Mr. Moulton
      - Junior High: Mrs. Littleton
      - High School: Mrs. Van Vleet
      - College Pathways Dr. Baker
    - Some events Board members could attend:
      - Back to School Nights
      - Parent Orientation
      - Graduations
      - PTO/SAC meetings
      - Visit Principal of assigned school
      - Summer/Winter concerts or other school special events
      - Visit classrooms
      - Meet staff
      - Get signed up for school news letters
  - **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**
- D. **Board Communication** 2 min (7:34) (7:25)  
 Action: Secretary  
 Rationale: to develop and approve of communication update to community and to update the Board on e-mail traffic and distribution
  - Celebrate TCA
  - Capital Construction
  - Adopt a School Board Selections
- E. **Executive Session (Conflict Resolution)** 15 min (7:36) (7:35)  
 Action: (LaValley)  
 Motion: to move into executive session pursuant to C.R.S. 24-6-402 (4)(h) Discussion of Individual Student
  - **Motion: Dr. Jennings moved to enter executive session pursuant to C.R.S. 24-6-402 (4)(h) Discussion of Individual Student and was seconded.**
  - Discussion: None
  - **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**
- F. **Conflict Resolution Vote** 1 min (7:51) (8:07)  
 Action: (LaValley)  
 Motion: (Vote)
  - **Motion: Mr. Dubois moved to uphold the Administration’s decision as it pertains to the conflict resolution and was seconded.**
  - Discussion: None
  - **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr.**

Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea

G. **Executive Session (President Compensation)** 10 min (7:52) (8:08)

Action: (LaValley)

Motion: to move into executive session pursuant to C.R.S. 24-6-402 (4)(e)President's Compensation

- **Motion: Dr. Jennings moved to enter executive session pursuant to C.R.S. 24-6-402 (4)(e) President's Compensation and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**

H. **President Compensation** 2 min (8:02) (8:20)

Action: (LaValley)

Motion: (Vote) to approve President's Compensation for the 2017-2018 School Year

- **Motion: Mr. Rudder moved to approve the President's Compensation for the 2017-2018 School Year and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**

I. **Closing Comments from the Board** 3 min (8:04) (8:21)

J. **Future Board Agenda Items** 3 min (8:07) (8:22)

1. Annual Meeting (Seat Board Members, Board Officer Elections, Board Picture), Aug, Chair
2. Hail and Farewell to Board Members, Aug, Chair
3. Charter Review (Signed), Aug, Tubb
4. Strategic Plan Annual Review, Aug (Vote), Chair
5. Board Agreement Sign/Conflict of Interest Disclosure/Executive Session Confidentiality Statement, Aug, Chair
6. Board /President Goals Determined, (Vote) Aug, Chair
7. Endowment Review, Aug, Sojourner
8. President Designates 2 Cabinet Members as Emergency Replacements, Aug, Sojourner
9. Board Committee Chair Assignments, Aug, Chair
10. \*\*Annual Giving Report Stewardship Report/Fund Raising Plan for New Year/Current Update
11. Appointment Policy, Aug, Moulton

XIII. **Adjournment** (Approx. 8:10 p.m.) (8:10) (8:23)

- **Motion: Mr. Rudder moved to adjourn the meeting and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Dubois; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea**

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