



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

(OPEN TO THE PUBLIC)

MONDAY, SEPTEMBER 11, 2017, 6:00-8:35 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) (6:00) |
| | <ul style="list-style-type: none">• The Chair (Mr. Moulton) called the meeting to order at 6:00 p.m. | |
| II. | Pledge of Allegiance/Mission/Roll Call | 2 min (6:01) (6:01) |
| | <ul style="list-style-type: none">• Roll call: (Dr. Baker; Here // Mrs. Goin; Here // Dr. Jennings; Here // Mrs. Littleton; Here // Mr. Moulton; Here // Mr. Rudder; Here // Mrs. Van Vleet; Here) A quorum was present. | |
| III. | Approval of Agenda | 2 min (6:03) (6:02) |
| | <ul style="list-style-type: none">• Motion: Mrs. Littleton 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. (Dr. Baker; Yea // Mrs. Goin; Yea // Dr. Jennings; Yea // Mrs. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)</u> | |
| IV. | Comments from the Audience (Audience members have 5 minutes to address the Board) (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) | 5 min (6:05) (6:03) |
| | <ul style="list-style-type: none">• There were no comments from the audience | |
| V. | Comments from the Board of Directors | 5 min (6:10) (6:03) |
| | <ul style="list-style-type: none">• Mrs. Littleton paid respects to victims and survivors of 911• Mr. Moulton praised the administration's efforts to reduce dependence on smart phones by having students turn them in at the beginning of class | |
| VI. | Signs of Suicide Training Video | 30 min (6:15) (6:05) |
| | Action: (Sojourner) Motion: (Info) Rationale: to provide training consistent with all TCA staff | |
| | <ul style="list-style-type: none">• Dr. Sojourner introduced the Signs of Suicide (SOS) movie<ul style="list-style-type: none">○ Dr. Poland had suggested forming a task force to help develop ideas to curb suicides○ One action the task force suggested was to implement SOS training<ul style="list-style-type: none">▪ SOS is evidence based and proven to reduce suicides▪ All of our staff have at least seen the video and discussed SOS during in-service training▪ All secondary students will be trained• Mr. Swanson will send out a link to the Board to finish viewing the SOS training video | |
| VII. | Report of the President & Cabinet Spotlights | 10 min/5 min (6:45) (6:25) |
| | Motion: (Info) Rationale: to highlight cabinet activities (Pres., Ops, Academic Services, and Advancement). | |
| | <ul style="list-style-type: none">• Dr. Sojourner highlighted the following items from his report:<ul style="list-style-type: none">○ The 95% testing requirement is still active at the federal government<ul style="list-style-type: none">▪ CDE is still working with the U.S. DOE concerning this requirement○ Mike Donahue was a guest speaker at the JH/HS assembly<ul style="list-style-type: none">▪ His message was about "Value Up"<ul style="list-style-type: none">• We need to value ourselves first then we can value other | |

- Relocation (moving somewhere else)
- Family issues
- 11 staff members retired
- This year pay and benefits did not make the top 3 reasons for departure but still remains a concern
- Everyone who responded said they would recommend TCA as a place of employment
- We had an 84% retention rate which remains within the range of average as compared to both TCA trends and other local districts
- We were able to provide at a minimum, cost of living adjustments to all of our staff, and fully implement increases to teacher salaries in accordance with our TCA Teacher Pay System, as well as give all full time employees a \$550 returning bonus; less than full time employees were given a pro-rated returning bonus
- We are still primarily self-insured for our medical benefits
 - Some of the major medical issues that affected our staff last year have been reduced
 - Although medical benefits for our staff can be a challenge to manage, TCA employees continue to enjoy health benefit packages that are robust with premiums lower than industry trend

The President and Administration continue to allocate high levels of time and resources to the following general areas:

- Staff and their concerns
- Parent/student relationships
- Academics
- Salaries and benefits
- Safe and secure learning environment
- We must be continually aware of the educational environment we live in that impacts our ability to hire teachers including:
 - Certification requirement legislation that might affect TCA in the future
 - Changes to “Highly Qualified” requirements under ESSA (in field vs out of field stipulations)

C. Board Level Reports

1. **Quarterly FAC Report** 5 min/5 min (7:40) (7:11)
 Action: (Goin, VanGambleare)
 Motion: (Info)
 Rationale: to review the current financial status of TCA
 - The major point brought out was that the FAC feels more confident in the level and types of insurance TCA has for the school as a whole and for Board members to cover unforeseen circumstances
2. **2017-2018 TCA Board Meeting Calendar (Changes)** 5 min/5 min (7:50) (7:14)
 Action: (Moulton, Sojourner)
 Motion: (Vote) to approve changes to the Board Meeting Calendar
 Rationale: to add two additional working sessions to the calendar
 - **Motion: Mrs. Van Vleet moved to approve the changes to the Board Meeting Calendar and was seconded.**
 - Discussion: None
 - **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Baker: Yea // Mrs. Goin; Yea // Dr. Jennings; Yea // Mrs. Littleton: Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**
3. **Recruit New Board Members** 10 min (8:00) (7:16)
 Action: (Rudder)
 Motion: (Info)
 Rationale: to begin to recruit potential Board members for the 2018 Board Election
 - Mr. Rudder asked the Board to be on the lookout for potential board members
 - The Board training committee will convene in October
 - If the board has any ideas please contact Mr. Rudder
 - Looking for additional Board volunteers to help look at what the Board needs in the way of expertise moving into the future
4. **Governance Report** 5 min (8:10) (7:17)
 Action: (Jennings)
 Motion: (Vote)
 Rationale: to review current policies and make recommendations to the Board should changes be necessary

- **Motion: Dr. Jennings moved to approve the changes to the President's yearly feedback and evaluation process (as outlined in the read ahead) and was seconded.**
- Discussion:
 - The governance committee recommended that nepotism and the process to amend the core values be discussed at the next working session
 - In regards to the President's evaluation:
 - Feedback sessions need to be less frequent (two or three times a year)
 - Cabinet members will not be graded on their presentations to the Board as a means to evaluate the President; rather, the substance of cabinet reports (throughout the year) will determine whether the President is achieving his stated goals or not
 - No numerical grades need to be given on periodic feedback sheets
 - Still important to have Board members be identified as to who is writing a particular feedback narrative, but this is considered consistent with the Board Agreement
 - The President will identify the goals he is trying to achieve each month and feedback should be directed to those goals
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Baker; Yea // Mrs. Goin; Yea // Dr. Jennings; Yea // Mrs. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

D. Board Communication 5 min (8:15) (7:27)

Action: (Secretary)

Rationale: to develop and approve of communication update to community

- Capital Construction (Ribbon Cutting, Turf Field, Under budget)
- HR Report
- Traffic Flow (Thank you for patience)
- SOS Program

E. Future Board Agenda Items 10 min (8:20) (7:36)

1. TCA Board Future Discussion Items, September, Moulton (Vote)

- The Board did not add or delete any of the suggested topics to discuss. For the September 25, 2017 working session, the following items were agreed upon to discuss:
 - TCA Culture
 - Secondary and Elementary
 - Change in demographics
 - Societal norms
 - Core Value Review and Changes (if required)
 - Nepotism as it relates to Board members and changes to election policy

2. Budget Projection (5 Year), November, VanGamble

3. ASD20 Monitoring Report Summary, October, Sojourner

4. Election Policy Review, Governance, October, Governance Committee

5. Annual Operations Report Policies Review, Improvements, Funding, Security Trends, October, Tubb

F. Comments from the Board of Directors 5 min (8:30) (7:37)

- Dr. Jennings stress the importance of communicating with parents about SOS training as the program evolves at TCA to provide clarity

XI. Adjournment (Approx. 8:35 p.m.) (8:35) (7:38)

- **Motion: Mr. Rudder moved to adjourn the meeting and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Baker; Yea // Mrs. Goin; Yea // Dr. Jennings; Yea // Mrs. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

Dr. Paul Baker
Board Secretary