



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS MEETING

### (OPEN TO THE PUBLIC)

MONDAY, FEBRUARY 12, 2018, 6:00-8:29 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. Moulton) called the meeting to order at 6:00 pm.</li></ul>   |                      |
| II.  | <b>Pledge of Allegiance/Mission/Roll Call</b>   | 2 min (6:01) (6:01)  |
|      | <ul style="list-style-type: none"><li>Roll call: (Dr. Baker; Here // Mrs. Goin; Here // Dr. Jennings; Here // Ms. Littleton; Here // Mr. Moulton; Here // Mr. Rudder; Here // Mrs. Van Vleet; Here) A quorum was present.</li></ul>   |                      |
| III. | <b>Approval of Agenda</b>   | 2 min (6:03) (6:02)  |
|      | <ul style="list-style-type: none"><li><b>Motion: Ms. Littleton moved to approve the agenda and was seconded.</b></li><li>Discussion: None</li><li><b><u>Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Baker: Yea // Mrs. Goin; Yea // Dr. Jennings; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)</u></b></li></ul>   |                      |
| IV.  | <b>Comments from the Audience</b> (Audience members have 5 minutes to address the Board)<br>(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) (6:02)  |
|      | <ul style="list-style-type: none"><li>There were no comments from the audience.</li></ul>   |                      |
| V.   | <b>Comments from the Board of Directors</b>   | 5 min (6:10) (6:03)  |
|      | <ul style="list-style-type: none"><li>Ms. Littleton thanked the community for the support of the slain police officer. If you want to donate to help the police receive full body armor you can go to <a href="http://shield616.com">shield616.com</a> (full body armor costs about \$1,400 per police officer)</li><li>Dr. Baker reiterated the above sentiments.</li><li>Mrs. Van Vleet noted how well the officer was connected in the TCA community. He will be missed.</li><li>Mrs. Goin expressed the same thoughts as above.</li><li>Dr. Jennings visited a newly-built primary and middle school on a trip to Hanscom AFB. He noted that they cost about \$34 million and \$37 million, respectively. He felt that our new school facilities were broadly comparable and far less expensive (roughly \$7 million for the Central Campus). He praised staff for its financial stewardship.</li></ul> |                      |
| VI.  | <b>Celebrate TCA (Wellness Task Force Students and Parents)</b>   | 15 min (6:15) (6:04) |
|      | Action: (Sojourner)<br>Motion: (Info)<br>Rationale: to highlight accomplishments of TCA students, staff, and parents  |                      |
|      | <ul style="list-style-type: none"><li>This month, we celebrated our Wellness Task Force.<ul style="list-style-type: none"><li>This Task Force was formed in December 2016 and includes members of school administration, a nurse, counselors, a school psychologist, parents, and students.</li><li>We heard from the parents how TCA has transformed from being appropriately reactive to proactive in helping educate our students, staff, and parents about difficult and sensitive topics.</li><li>The students shared their appreciation for providing a student voice on the Task Force while helping shape the school's response to health and wellness concerns.</li></ul></li></ul>  |                      |
| VII. | <b>Board Development (Special Education Issues and Challenges)</b>  | 10 min (6:30) (6:16) |
|      | Action: (Miller)<br>Motion: (Info)<br>Rationale: to review current legislative initiatives/activities at the state and/or to provide applicable Board level training  |                      |
|      | <ul style="list-style-type: none"><li>Mr. Miller (TCA Legal Advisor) highlighted the following Special Education topics from his report:<ul style="list-style-type: none"><li>Across the state there are more concerns for the wellbeing of students with disabilities to ensure they receive the proper care</li></ul></li></ul>   |                      |

- TCA is fortunate to have its own special education department that is internal rather than provided by the district or an outside source
  - We have a well-trained group of professionals that take great care of our students and mediate with parents
  - Each of our students is treated as a unique case where facts and circumstances are looked at on an individual basis
  - Teachers, counselors, and special education staff work with students and parents to determine the best course of actions if that requires an IEP or 504 program/recommendations

VIII. **Report of the President & Cabinet Spotlights** 10 min/5 min (6:40) (6:30)

Motion: (Info)

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

- Dr. Sojourner highlighted the following topics from his report:
  - Working with a group of parents regarding requests to review our secondary literature selections that deal with suicide and other “dark themes”
  - Please review the November advancement numbers since they were not in my report last month
    - November/December were two of our highest fundraising months ever
  - We are continuing to work with a parent donor/construction contractor to install dugouts for both the baseball and softball fields.
    - Details are yet TBD. Working to clarify roles and responsibilities even though it is donated work
  - We will continue to work out the requirements for service animals on a case by case basis

IX. **Consent Agenda** 2 min (6:55) (6:50)

Board Directed items to be removed from Consent Agenda:

Motion: (Vote) to accept the Consent Agenda

- A. Finance
  1. December Financials (VanGambleare)
  2. Quarterly Financial Report (VanGambleare)
- B. SAC Minutes
  1. High School Jan 9, 2018
  2. Junior High Jan 18, 2018
  3. East Elementary Jan 22, 2018

- **Motion: Mr. Rudder moved to approve the consent agenda with the following changes and was seconded:**
  - **Remove the High School SAC minutes for further discussion**
  - **Remove the East Elementary SAC minutes for further discussion**
- 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 // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

X. **Minutes: Jan 9, 2018** 2 min (6:57) (6:51)

Action: (Swanson)

Motion: (Vote) to approve the minutes for Jan 9, 2018

Rationale: to review and approve the minutes

- **Motion: Mr. Moulton moved to approve the Jan 9, 2018 minutes with the following correction and was seconded:**
  - **Dr. Jennings was as the meeting and did not call in.**
- 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 // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

XI. **Discussion Agenda Items**

A. **Items removed from Consent Agenda**

1. **HS SAC Minutes** (6:52)
  - **Motion: Mr. Moulton moved to approve the review of the HS SAC Minutes and was seconded.**
  - Discussion:
    - TCA’s reaction to social promotion
    - Currently, the TCA administrative staff and the Wellness Task Force continue to discuss the area of grade level retention beyond the lower elementary grades. This subject is a challenging one that will require additional analysis and discussion. The board was informed that no decision on this topic, reference policy development, would occur until at least the 2019-2020 school year.
  - **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Baker: Yea // Mrs. Goin; Yea // Dr. Jennings; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**
2. **East Elementary SAC Minutes** (7:05)
  - **Motion: Ms. Littleton moved to approve the review of the East Elementary SAC Minutes and was seconded.**

- Discussion:
  - TCA administration discussed the role of the SAC and principal recommendations in such discussions. Not all items discussed by the SAC rise above the school leadership level. This topic is one of those areas and currently there is no intention of changing existing recess and playtime at the elementary level.
- Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Baker: Yea // Mrs. Goin; Yea // Dr. Jennings; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)

Break (7:10)

## B. Cabinet Level Reports

1. **Curriculum Review/Text Review (Elementary)** 5 min/5 min (6:59) (7:15)  
 Action: (Jolly, Simpson)  
 Motion: (1<sup>st</sup> Read)  
 Rationale: to review changes to the elementary curriculum
  - Mr. Jolly reviewed the following elementary curriculum/text items:
    - Continue to use Core Knowledge Scope and Sequence for music
    - Continue to use Core Knowledge Scope and Sequence for visual arts
    - Computer Review
      - Continue to use UltraKey Typing Program for 5<sup>th</sup> grade
      - Continue to use Typing Pal for 6<sup>th</sup> grade with the ability to utilize an online component of the program.
2. **Operations Capital Construction Report (Monthly)** 5 min/5 min (7:09) (7:30)  
 Action: (Tubb)  
 Motion: (Info)  
 Rationale: to provide the Board with a construction update
  - Mr. Tubb highlighted the following items from his report
    - Much of the exterior work for the North Campus Gym and Performing Arts buildings has been completed
    - More work will be concentrated on the interior buildout and the drama support building
3. **Annual Capital Construction and Capital Infrastructure List (Master Plan)** 5 min/ 5 min (7:19) (7:31)  
 Action: (Tubb)  
 Motion: (Info)  
 Rationale: to review the capital construction projects and priorities for TCA
  - Mr. Tubb reviewed the Board-prioritized list of facility projects to complete when the next release of bond monies occurs
  - Also listed were other campus wide projects that need to be addressed without specified timelines for completion

## C. Board Level Reports

1. **Announce Board of Director Candidates** 5 min (7:29) (7:42)  
 Action: (Van Vleet)  
 Motion: (Vote) to approve not holding an election this year in accordance with TCA's Election Policy and Bylaws, based upon having only two candidates to fill two open Board seats. Thus, the Board will appoint Mr. Rob Moulton and Mr. Jeff Rudder as TCA Board members with normal 3-year terms. Both Mr. Moulton and Mr. Rudder served as members of the TCA Board for the last three years.  
 Rationale: to announce candidates for this year's TCA Board Election and determine if an election or appointment is warranted.
  - **Motion: Mrs. Van Vleet moved to approve not holding an election this year in accordance with TCA's Election Policy and Bylaws, based upon having only two candidates to fill two open Board seats, and was seconded. Thus, the Board will appoint Mr. Rob Moulton and Mr. Jeff Rudder as TCA Board members with normal 3-year terms. Both Mr. Moulton and Mr. Rudder served as members of the TCA Board for the last three years.**
  - Discussion: The board heard that counsel advised it was correct and appropriate for Messrs. Rudder and Moulton to vote on this motion.
  - Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Baker: Yea // Mrs. Goin; Yea // Dr. Jennings; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)
2. **Governance Committee Bylaw/Board Agreement Update** 10 min/10 min (7:34) (7:45)  
 Action: (Moulton)  
 Motion: (1<sup>st</sup> Read)  
 Rationale: to review and approve changes to the TCA Bylaws and Board Agreement
  - Mr. Moulton presented changes to the TCA Bylaws and Board Agreement that were precipitated by the Board in order to clarify, explain, and align these documents with TCA Board Policies
3. **Board Budget for 2018-2019** 5 min/5 min (7:54) (7:53)

Action: (Goin)

Motion: (1<sup>st</sup> Read)

Rationale: to review the Board's budget for the 2018-2019 school year

- Mrs. Goin presented the proposed Board budget for the 2018-2019 school year.

4. **March 5 Working Session Agenda**

5 min (8:04) (7:56)

Action: (Moulton)

Motion: (Discussion)

Rationale: to review topics for the March 5 working session

- Mr. Moulton reviewed topics that the Board could discuss at the March 5 working session
- Contact Mr. Moulton if you have any other ideas

D. **Board Communication**

5 min (8:09) (8:01)

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
- Election
- Operations

E. **Future Board Agenda Items**

5 min (8:14) (8:03)

1. Board Budget, Mar, Goin, Vote
2. Meet the Board Candidates, Mar, Moulton
3. Revenue Projection/Student Count Estimate, Mar, VanGambleare
4. Internal Financial Control Report, Mar, VanGambleare
5. Curriculum Review/Text Review (Elementary), Jolly, Vote
6. Curriculum Review/Text Review (Secondary), Jolly, 1<sup>st</sup> Read
7. July Board Retreat, Mar, Moulton
8. President Feedback, Mar, Board Executive Session
9. Quarterly FAC Report, Apr, Goin

F. **Closing Comments from the Board**

5 min (8:19) (8:04)

- There were no closing comments from the Board.

G. **Executive Session**

5 min (8:24) (8:07)

Action: (Moulton)

Motion: (Vote) to move into executive session pursuant to C.R.S. 24-6-402 (4)(h)(f) matters relating to individual students and matters relating to personnel/security

Rationale: to update the Board on student related issues and personnel/security

- **Motion: Ms. Littleton moved to move into executive session pursuant to C.R.S. 24-6-402 (4)(h)(f) matters relating to individual students and matters relating to personnel/security and was seconded (Dr. Sojourner and the members of the Board entered into Executive Session).**
- 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 // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**

XII. **Adjournment** (Approx. 8:29 p.m.)

(8:29) (8:52)

- **Motion: Mr. Moulton 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 // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea // Mrs. Van Vleet; Yea)**