



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

(OPEN TO THE PUBLIC)

MONDAY, OCTOBER 17, 2022, 6:00-8:20 P.M.

LOCATION: TCA NORTH CAMPUS – SECONDARY SCHOOL,
1ST FLOOR, ROOM 1102

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.

AGENDA

Presentation Time/Start Time

- | | | |
|------|--|----------------------|
| I. | Call to Order (6:00 pm) | 1 min (6:00) (6:00) |
| | <ul style="list-style-type: none">The Board Chair (Mr. Fradette) called the meeting to order at 6:00 | |
| II. | Pledge of Allegiance/Mission/Roll Call | 2 min (6:01) (6:01) |
| | <ul style="list-style-type: none">Roll call: (Mr. Fradette; Here // Mr. Hannan; Here // Mrs. Hawkins; Here // Mrs. Johnson; Here // Mr. Palmer; Here // Mr. Williams; Here // Mrs. Wittleder; Here). A quorum was present. | |
| III. | Approval of Agenda | 2 min (6:03) (6:02) |
| | <ul style="list-style-type: none">Motion: Mrs. Wittleder 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. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mr. Williams; Yea // Mrs. Wittleder; Yea)</u> | |
| IV. | Celebrate TCA (7th Grade Trench Day) | 5 min (6:05) (6:03) |
| | Action: (Harris) | |
| | Motion: (Info) | |
| | Rationale: to highlight accomplishments of TCA students, staff, and parents | |
| | <ul style="list-style-type: none">We celebrated the 7th Grade Trench Curriculum Day.Trench Day takes place during 7th grade history class in the fields west of our North Campus building, giving students a glimpse into what our soldiers experienced during WWI.Participating students shared about the different rotations they participated in, which included digging trenches, being cared for in a field hospital, hearing war stories, and tasting battlefield provisions. | |
| V. | Comments from the Audience (Audience members have 3 minutes to address the Board) | 10 min (6:10) (6:10) |
| | (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">The following audience members spoke:<ul style="list-style-type: none">Steve Willis: Not in favor of Sunset AmphitheaterRob Maughan: Not in favor of Sunset AmphitheaterAmanda Neilson: Not in favor of Sunset AmphitheaterKirsten Waite: Not in favor of Sunset AmphitheaterBrad Martin: Not in favor of Sunset AmphitheaterJed Fuqua: Not in favor of Sunset AmphitheaterGina Dorny: Not in favor of Sunset AmphitheaterCat Gail: Not in favor of Sunset Amphitheater | |
| VI. | Comments from the Board of Directors | 10 min (6:20) (6:35) |
| | <ul style="list-style-type: none">Mrs. Wittleder: Enjoyed the Passions Conference especially listening to TCA founders and teachers who have been at TCA for more than 15 yearsMrs. Johnson: Saw the value in the High School Homecoming assembly where students were learning by doingMr. Williams: It was a pleasure visiting with Mr. Peterson (CP and CSP Principal) and seeing the National Honor Society raising funds for blankets for the homeless at the Springs Rescue Mission | |

- Mr. Palmer: It was encouraging to go to the football game and see former TCA parents working in the concession stand

VII. **Board Development (Remembering TCA's Roots)** 10 min (6:30) (6:43)

Action: (Jolly)

Motion: (Info)

Rationale: reviewing the past 25 years and highlighting what makes TCA unique

- Mr. Jolly explained the external review process to the Board
- The answers to the various external review questions were consolidated from the SACs at TCA
- An eight person external review panel will review the answers to the questions and conduct the review on November 3rd

VIII. **Report of the President & Cabinet Spotlights** 10 min (6:40) (6:47)

Action: (Sojourner)

Motion: (Info)

Rationale: to highlight cabinet activities (Pres., Ops, Academics, HR, Finance)

- Dr. Sojourner highlighted the following topics from his report:
 - Grandparent's Day was a resounding success
 - TCA's Passion Conference included past founders and staff who had been here for more than 15 years
 - Sunset Amphitheater update:
 - Dr. Sojourner was careful to differentiate between a current agreement that TCA has with Notes Live (owners of the Sunset) and a recent proposal that we received from them
 - He articulated that our current agreement with Notes Live states we will consider renting our North Campus parking lot for a nominal fee only if we have no conflicting activities planned on our North Campus
 - The new proposal by Notes Live initiates possible construction of additional parking lots on TCA property and an access road from Spectrum Loop. Dr. Sojourner explained that to date, TCA has received no funding from Notes Live, and the nominal fee for use of our current parking lot will be charged only if a rental date(s) is offered.
 - Regarding the new proposal for future construction, Dr. Sojourner communicated that there have been no decisions made regarding the terms offered by Notes Live.
 - TCA's Board and Administration are pausing their efforts on a detailed evaluation and discussion of Sunset's proposal until we learn more about a possible approval or denial by the City Planning Commission when they meet in November to discuss the project
 - To date we have been clear with Notes Live that use of these new proposed parking lots has not been approved by the TCA Board, and accordingly, Notes Live is annotating in their plans that new parking spaces on TCA property are only "proposed"
 - Please be assured we continue to explore how this concept could benefit our school community, while also discussing the many associated safety and security ramifications
 - Dr. Sojourner and the Board will update our community as we learn more

IX. **Consent Agenda** 3 min (6:50) (7:20)

Board Directed items to be removed from Consent Agenda:

Motion: (Vote) to file the Consent Agenda

- A. Finance (VanGambleare)
 1. August Financials
- B. Board Policies (Governance Committee) Final Approval
 1. BE-TCA Board Meeting Policy
 2. Grant of Authority
 3. BC-TCA-A1Board Evaluation Policy
 4. BBB-TCA Board Election Policy
- C. SAC Minutes
 1. Junior High, September 6, 2022
 2. CSP/CP, September 13, 2022
 3. Central Elementary, September 19, 2022
 4. North Elementary, September 20, 2022
- D. 2023 Election Timeline
 - **Motion: Mr. Hannan moved to remove BBB-TCA Board Election Policy from the Consent Agenda for further review and was seconded.**
 - Discussion: Mr. Hannan requested the Board review the Appointed Board Position for further clarity.
 - **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mr. Williams; Yea // Mrs. Wittleder; Yea)**
 - **Motion: Mr. Williams moved to file the remainder of the Consent Agenda and was seconded.**
 - Discussion: None

- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mr. Williams; Yea // Mrs. Wittleder; Yea)**

X. **Minutes: September 12, 2022** 2 min (6:53) (7:22)

Action: (Swanson)

Motion: (Vote) to approve the September 12, 2022 minutes

Rationale: to provide a record of the Board meeting for files

- **Motion: Mr. Hannan moved to approve the September 12, 2022 minutes and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mr. Williams; Yea // Mrs. Wittleder; Yea)**

XI. **Break** 5 min (6:55) (7:23)

XII. **Discussion Agenda Items**

A. **Items removed from Consent Agenda BBB-TCA Election Policy** (7:30)

- **Motion: Mr. Williams moved to approve the BBB-TCA Election Policy as written in the Consent Agenda and was seconded.**
- Discussion: The Board agreed to discuss the Appointed Board Director position in further detail later this Spring to include the following:
 - Necessity of the Board Appointed Director
 - Process and committee composition for determining a Board Director who resigns or is removed from the Board of Directors
 - Add Board Appointed Director Position to future agenda items
- The Board agreed not to change the Board Election Policy as it is written in the Consent Agenda
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mr. Williams; Yea // Mrs. Wittleder; Yea)**

B. **Cabinet Level Reports**

1. **Annual Operations Report (Safety and Security Program Assessment)** 10 min (7:00) (7:40)

Action: (Pacht)

Motion: (Info)

Rationale: to provide the Board with a yearly review of Operations performance in accordance with TCA's Strategic Plan

- Mr. Kevin Pacht, Director of Operations, gave an annual update on safety/security programs and processes at TCA.
- Safety, security, and health of our students and staff remains our highest priority; TCA has added additional cameras, updated Raptor capabilities, and added a fence around the North Campus sports complex, etc.
- In addition to our annual update, every three years our schools are evaluated by an outside security agency, and this past July, the Department of Homeland Security (DHS) assessed our current facilities, programs, and protocols.
 - The DHS security advisor remarked, "TCA is light years ahead of most schools in the area of safety and security."
- Mr. Pacht stressed a continual focus on improvement through review, planning, process development, and training.

2. **FAMLI Opt-Out Program Administration Recommendation** 10 min (7:10) (8:03)

Action: (Schulz)

Motion: (1st Read)

Rationale: to provide the Board with the recommendation of Administration regarding Colorado Family and Medical Leave Insurance

- Ms. Schulz (HR Director) explained that Admin recommends TCA should opt-out of the CO FAMLI Program
- This still leaves TCA staff the opportunity to opt-in if they desire
- TCA opting out will save about the school approximately \$94,000 each year
- Ms. Schulz will be sending out information to the staff that the Board will be voting on this in November

3. **External Review (25th Anniversary Review)** 10 min (7:20) (8:06)

Action: (Jolly)

Motion: (Info)

Rationale: to provide the TCA Board information concerning this year's external review

- Mr. Jolly (Director of Academic Services) explained to the Board that the focus of this year's external review will be on how TCA has remained unique over the past 25 years and how can we maintain our distinctiveness in the future.
- Mr. Jolly asked the Board to answer the question "What 3 things do you think has made TCA distinctive over the past 25 years?"; one of the questions on the external review. Answers included:
 - Focus on community

- Clear sense of identity
- Parent engagement
- Intentionally adheres to TCA's Core Values
- Importance of communicating and listening to a variety of stakeholders (PTO's, SAC's, TCA families, etc.)
- Building relationships amongst staff, students, and parents
- Emphasizing character development
- Academic rigor
- Classically-based education

C. Board Level Reports

1. Election Policy Review (Process to Replace a Board Director Who Resigns) 5 min (7:30) (8:13)

Action: (Fradette)

Motion: (Discussion)

Rational: to discuss adding a section to the Board Election Policy about replacing resigning Board Directors

- The Board discussed the following items concerning replacing a Board Director who resigns:
 - Is the addendum necessary? Generally, yes.
 - What should the makeup of the committee be: number of Board members and Administration on the committee (should the TCA President be on the committee)? 2 Board and 2 Admin (one of whom should be the President)
 - Should the resigning Board member be on the committee? Generally, no, but left for Board decision when the circumstances arise

2. Digital Health Update

10 min (7:35) (8:36)

Action: (Palmer)

Motion: (Information)

Rationale: to provide an update from the Digital Health Committee

- Board members Scott Palmer and Sonya Wittleder updated the Board on efforts of the Digital Health Committee this past month.
- Feedback has been collected through the Town Hall, Campus Forums and staff solicitation, Academic Lead Team, Wellness Task Force and through our website Digital Health Anonymous Feedback Form.
- Comments received thus far have been detailed and mixed, and the Committee continues to encourage community comments.
- The Committee is also looking at adding a Digital Health question on the parent survey in February and looks forward to upcoming school-specific focus groups. We encourage your continued participation as we explore this important topic.

D. Board Communication

5 min (7:45) (8:46)

Action: (Secretary)

Rationale: to develop and approve of communication update to community

- Celebrate TCA
- Sunset Amphitheater Update
- Digital Health Update
- Operations Security Report

E. Future Board Agenda Items

5 min (7:50) (8:48)

1. Quarterly Financial Summary, Info, VanGampleare, Nov
2. Internal Financial Control Report, Info, VanGampleare, Nov
3. Quarterly FAC Report/Audit Review, Info, VanGampleare, Nov
4. Budget Projection, Info, VanGampleare, Nov
5. Annual State Assessment/Student Achievement Report, Info, Jolly, Nov
6. Annual Accreditation Status, Info, Jolly, Nov
7. Annual Year Financial Review (Previous FY), Info, VanGampleare, Nov
8. President Bi-Annual Board Feedback, Executive Session, Fradette, Nov
9. ASD20 Monitoring Report Summary, Info, Sojourner, Nov
10. Board Appointed Director Position, Discussion, Spring, Board

F. Comments from the Board of Directors

5 min (7:55) (8:49)

- None

G. Executive Session

20 min (8:00) (8:51)

Action: (Fradette)

Motion: to move into executive session pursuant to C.R.S. 24-6-402 (4)(a, b, e, f) to discuss lease/sale of property interest, obtain legal advice concerning lease/sale of property, determining positions relative to matters that may be subject to negotiations, and personnel matters relating to a high school staff member

Rationale: to review options concerning lease/sale of TCA property, to receive legal advice pertaining to lease/sale of TCA property, to discuss negotiations with respect to lease/sale of TCA property, and to review information concerning a high school staff member

- **Motion: Mr. Hannan moved to move into executive session pursuant to C.R.S. 24-6-402 (4)(a, b, e, f) to discuss lease/sale of property interest, obtain legal advice concerning lease/sale of property, determining positions relative to matters that may be subject to negotiations, and personnel matters relating to a high school staff member and was seconded.**
- Discussion: The Board, Dr. Sojourner, and Mr. Miller (TCA Legal Counsel) entered the Executive Session. Mr. Pacht and Mr. VanGamble entered the Executive Session later to discuss options concerning lease/sale of TCA property
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mr. Williams; Yea // Mrs. Wittleder; Yea)**
- Note: About 30 minutes into the executive session the digital recorder battery died unbeknownst to the Board.

XIII. Adjournment (Approx. 8:20 p.m.)

(8:20) (10:21)

- **Motion: Mr. Fradette 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. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mr. Williams; Yea // Mrs. Wittleder; Yea)**

Sonya Wittleder
TCA Board Secretary