



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS MEETING

### (OPEN TO THE PUBLIC)

DATE: MONDAY, MAY 8, 2023, 6:00-9:10 P.M.

LOCATION: NORTH CAMPUS – SECONDARY SCHOOL, 1<sup>ST</sup> 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.

## MINUTES

Allotted Time/Start Time

- |  |                      |
|--|----------------------|
| <b>I. Call to Order (6:00 pm)</b>  | 1 min (6:00) (6:00)  |
| <ul style="list-style-type: none"><li>• The Board Chair (Mr. Fradette) called the meeting to order at 6:00</li></ul>   |                      |
| <b>II. Pledge of Allegiance/Mission/Roll Call</b>  | 2 min (6:01) (6:00)  |
| <ul style="list-style-type: none"><li>• <b>Roll call: (Mr. Collins; Here // Mr. Fradette; Here // Mr. Hannan; Here // Mrs. Hawkins; Here // Mrs. Johnson; Here // Mr. Palmer (on the phone); Here // Mrs. Wittleder; Here). A quorum was present.</b></li></ul>  |                      |
| <b>III. Approval of Agenda</b>   | 2 min (6:03) (6:01)  |
| <ul style="list-style-type: none"><li>• <b>Motion: Mr. Hannan 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. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mr. Wittleder; Yea)</u></b></li></ul>   |                      |
| <b>IV. Celebrate TCA (District 20 Art Winners)</b>   | 5 min (6:05) (6:02)  |
| 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 our recent D20/Air Academy Federal Credit Union Art Show Winners.</li><li>• TCA had 14 winners which included a Best of Show for Middle School and an Education and Administration Center Choice Award.</li><li>• Winners from Central Elementary, Cottage School, East Elementary, North Elementary, Junior High and High School were represented. Each of the artists showed their amazing paintings and sculptures to the Board.</li></ul>  |                      |
| <b>V. Comments from the Audience</b> (Audience members have 3 minutes to address the Board)  | 10 min (6:10) (6:11) |
| (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>• None.</li></ul>  |                      |
| <b>VI. Comments from the Board of Directors</b>  | 10 min (6:20) (6:11) |
| <ul style="list-style-type: none"><li>• Mrs. Wittleder: This is a fun time of year with concerts, art shows, and all the other activities going on; I want to thank all the parents for appreciating all the teachers for their hard work.</li><li>• Mr. Hannan: I would like to express how impressed by the level of education we have at TCA; I attended a presentation on Abraham Lincoln and found out many things I didn't know about our 16<sup>th</sup> President.</li><li>• Mr. Fradette: I went to the Kretchman Cup and was awed by the level of knowledge on display; This has been a busy month with the election, President selection, and digital health discussions (thank you for the hard work); Thank you to Dr. Sojourner for his great work over the years and how he poised TCA for success in the future.</li><li>• Mr. Collins: I have grandkids here at TCA, I attended the kindergarten music concert at North and it was fantastic; Also, I attended the 5<sup>th</sup> and 6<sup>th</sup> grade music concert which was equally impressive; I visited CP and visited with Mr. Peterson as well as visiting Mr. Jolly; It feels good to see the close of another successful year at TCA.</li><li>• Mrs. Hawkins: It is the culmination of another great year at TCA and it is great to see the fruits of all the labor (many things going on: concerts, sporting events, Curriculum Days); I'm glad we are able to see "Beauty" (one of our core values) expressed in our curriculum.</li></ul> |                      |

- Mr. Young: I enjoyed watching the kids at the Junior High track meet (it is fun to see how our kids progress in sports); I am grateful that TCA has great coaches and sporting programs.

**VII. Board Development (Remembering TCA's Roots/Science of Relationships) 15 min (6:30) (6:16)**

Action: (Jolly/Sojourner)

Motion: (Info)

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

- Dr. Sojourner expressed the importance of building relationships is as important as developing minds
- Dr. Sojourner highlighted the following relationship thoughts from his 2019 Palmarium (Volume 54) article:
  - 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> Rs in education are relationships, relationships, and relationships
  - Charlotte Mason emphasized the study of relationships in education
  - Our TCA Core Values highlights relationship building between teachers and students (and others) as important

**VIII. Legal Update/Training 10 min (6:45) (6:27)**

Action: (Miller)

Motion: (Info)

Rationale: to update the Board on Colorado Legislative actions

- Mr. Miller discussed two recently passed laws that will affect schools in general:
  - Disciplinary practices will require the state to train school representatives to manage/recognize causal factors in the disciplinary process of schools prior to expulsion and/or serious disciplinary actions pertaining to students
  - Any sort of harassment (any protected class) sets into place very prescriptive regulatory requirements on how schools respond to complaints (manage student relations in a very careful way) including outside of school hours (more due process rights protection for students)

**IX. Report of the President with Sunset Amphitheater Update & Cabinet Spotlights 15 min (6:55) (6:40)**

Action: (Sojourner)

Motion: (Info)

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

- Dr. Sojourner highlighted the following items from his report:
  - This year TCA staff will receive the largest across the board pay increase ever due to the increase to the PPR
  - We compiled the largest challenge match ever.
    - Thirteen families have agreed to match \$73,500
    - Our goal is to give a \$1,000 Returning Staff Bonus
  - Currently, negotiations with Notes Live to rent, lease, or buy any of our land or parking lots have ended
    - Notes Live will pursue other parking options.

**X. Consent Agenda 3 min (7:10) (7:06)**

Board Directed items to be removed from Consent Agenda:

Motion: (Vote) to file the Consent Agenda

- A. Finance (VanGambleare)
  1. March Financials
  2. Auditors Engagement
  3. Quarterly Financial Summary
  4. Review Form 990
- B. SAC Minutes
  1. High School, December 8, 2023
  2. CSP/CP, February 14, 2023
  3. Junior High, March 7, 2023
  4. North Elementary, March 17, 2023
  5. Central Elementary, April 3, 2023
  6. North Elementary, April 4, 2023
  7. East Elementary, April 17, 2023
  8. CSP/CP, April 18, 2023
- C. 2023 TCA Board Election Report
  1. Survey, Ballots, and Systems Election Report
  2. Daily Election Participation Rates
- D. Board Strategic Calendar
- E. Board Special Meeting Minutes
  1. April 14, 2023
  2. April 15, 2023
  3. April 24, 2023

- **Motion: Mrs. Wittleder moved to file the consent agenda and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**

**XI. Minutes: April 10, 2023 2 min (7:13) (7:07)**

Action: (Swanson)

Motion: (Vote) to approve the April 10, 2023 minutes

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

- **Motion: Mrs. Wittleder moved to approve the April 10, 2023 Board Meeting Minutes and was seconded.**
- Discussion:
  - Mrs. Johnson would like to add Mr. Weston's comments.
  - We would keep his comments in a different form.
  - Dr. Sojourner will provide a consent item read ahead of Mr. Weston's comments about the election for the next Board meeting.
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**

Break

10 min (7:15) (7:10)

## XII. Discussion Agenda Items

### A. Items removed from Consent Agenda

### B. Cabinet Level Reports

#### 1. Preliminary Budget Review for Next FY

10 min (7:25) (7:20)

Action: (VanGambleare)

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

Rationale: to review the proposed budget for the 2023-2024 school year

- Mr. VanGambleare highlighted the following items from his report:
  - The PPF for students increased by 10.5% from last year.
  - All returning staff will receive a minimum 12.3% raise. Highest ever increase. . .
  - Staff benefits (medical and dental premiums) will increase by 3%.
  - Not much movement in staff head counts. There will be a change in custodial staffing and student support services; we will move to a new model that will utilize increased contracted services.
  - Planned Projects include funding for:
    - North Campus 3<sup>rd</sup> floor build out
    - Upgrading computers; goal is not to have computers over 5 years old
    - Vehicles for facilities, activities, and athletics
  - Staff wages
    - 12.3% base pay increase
    - Longevity for teachers and non-teachers; new for non-teachers (1% increase at after 4, 7, 11 years of continuous service)
    - Increased equity pay adjustments in certain positions
    - \$1,000 returning staff bonus
  - Enrollment
    - Budget for 310 kindergartens and hoping for 318
    - CSP is budgeted for 246 students (conservative estimate); CSP is always difficult to predict because there are no signals to help us predict how many students will enroll

#### 2. Student Fee Schedule

5 min (7:35) (7:52)

Action: (Jolly, Birkey)

Motion: (Vote) to approve the student fee schedule for the 2023-2024 school year

Rationale: to review and approve the student fee schedule for 2023-2024 school year

- **Motion: Mr. Hannan moved to approve the student fee schedule for the 2023-2024 school year and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**

#### 3. Annual Parent Survey Analysis

20 min (7:40) (7:53)

Action: (Jolly)

Motion: (Info)

Rationale: to review the results of the Annual Parent Survey

- Wes Jolly, TCA's Director of Academic Services, presented our annual Parent Survey results.
- Many areas garnered 5-year and 10-year highs of positive results which were truly reassuring and noteworthy.
- Academic preparation, communication, character, and homework each set five-year and ten-years bests with safety registering second highest over a ten-year period.
- Parents continue to say "the best thing overall about TCA" is our Teachers and Staff.

- As noted by Mr. Jolly, “We are not about undue praise in the good times or excuses in the challenging times – we will use the results both positive and negative to continually strive to better ourselves.”
  - School principals have already or will soon be providing feedback to their individual communities.
4. **Annual Charter Contract Review** 5 min (8:00) (8:23)

Action: (Pacht)

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

Rationale: to annually review and approve changes to the Charter Contract Between TCA and ASD20

- Mr. Pacht presented the Charter Contract and indicated there are very few changes from last year’s Charter Contract

### C. Board Level Reports

1. **Annual Board Evaluation/Results** 5 min (8:05) (8:25)

Action: (Fradette)

Motion: (Discussion)

Rationale: to review the results of the board Self Evaluation

- 100% return on self-evaluation questionnaires (12 for 12).
- There were no scores below 4.0 out of 5.0.
- The Board is doing very well in its governance/leadership role. It is suggested the Board continue its current practices by:
  - Striving to build positive relationships with various stakeholders (Board members, President, Cabinet, Parents)
  - Having open and transparent communication channels between the Board and Administration
  - Growing as a Board (keep up to date on what is happening in education and learn as much as possible about how TCA operates and functions; Board training, conferences, webinars, etc.)
  - Seeking out community members that would be good Board Candidates for future elections.
  - Having respectful dialogue with the TCA President to determine where the balance is between the division of responsibilities between the Board and the Administration.
  - Visiting assigned schools and build relationships by understanding the culture and community at respective schools (attend events, talk with principals, attend PTO/SAC meetings, etc.)

2. **JICJ-TCA-B TCA Board Policy Regarding Student Use of Cell Phones** 10 min (8:10) (8:36)

Action: (Wittleder)

Motion: (Vote) to approve the Digital Health Policy

Rationale: to review and approve a digital health policy

- **Motion: The Digital Health Committee recommends that the Board votes to approve the TCA Board Policy Regarding Student Use of Cell Phones JICJ-TCA-B as presented at the May 8<sup>th</sup> Board of Directors meeting.**
  - Discussion:
  - The Board voted to approve the policy prohibiting student use of cell phones during the school day (“bell to bell”) beginning academic year 2023-2024 for all TCA schools K-12.
  - Research on this topic is extensive and definitive, and the Board believes that providing our students with a “Digital Respite” during the school day will:
    - 1) Reduce distractions,
    - 2) Contribute to positive and meaningful relationships,
    - 3) Minimize negative mental health impacts, and
    - 4) Develop positive habits that will help our students succeed outside of TCA.
  - It is important to note that students will still retain possession of their cell phones and can access them before and after school, but phones should be powered off and put away once classes begin.
- During the initial six months of implementing the policy, there will be a pause in the formal Conflict Resolution appeal process. This will allow the following to happen:
  - Allow the Board and Administration to gather data as the policy is implemented and to make modifications if required.
  - The Board will continue to listen to parent concerns during this period.
    - Parents may still make their thoughts known to the Board by emailing the Board or by attending Board meetings and addressing the Board in person.
- **Vote: By a roll call vote of 6-1 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Nay // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**

3. **Digital Health Conflict Resolution Discussion** 5 min (8:20) (8:36)

Action: (Sojourner)

Motion: (Discussion)

Rationale: to discuss ideas concerning conflict resolution with regards the TCA Board Policy Regarding Student Use of Cell Phones

- This item was discussed in conjunction with item XII.C.2.

Break

(9:42)

**4. Adopt a School Reports and School Assignments**

15 min (8:25) (9:47)

Action: (Fradette, Board)

Motion: (Discussion)

Rationale: to listen to Board experiences at adopted schools

- Each of our Directors summarized their efforts this past year at their adopted school and were impressed by the leadership and activities at each school.
- Our Board of Directors will connect with the following schools for the next school year:
  - College Pathways – Scott Palmer
  - Cottage School – Tim Hannan
  - Central Elementary – Sonya Wittleder
  - East Elementary – Steve Young
  - North Elementary – Kelli Hawkins
  - Junior High School – Kinetta Johnson
  - High School – James Fradette

**5. Training Committee Annual Report**

15 min (8:40) (10:04)

Action: (Johnson, Hannan)

Motion: (Info)

Rationale: to review Board new Board member training activities

- Mrs. Johnson discussed the checklist she and Mr. Hannan have created to guide new Board Directors through the Board Training Process (See Attachment 1).

**D. Board Communication**

5 min (8:55) (10:13)

Action: (Wittleder)

Rationale: to develop and approve of communication update to community

- Celebrate TCA
- Adopt a School Report
- Digital Health Policy
- Sunset Negotiation Update
- Parent Survey Results

**E Future Board Agenda Items**

5 min (9:00) (10:15)

1. Annual Charter Contract Review, June, Vote, Pacht
2. Quarterly FAC Report, June, Info, VanGambleare
3. Current Year Budget Revision, June, Vote, VanGambleare
4. Budget Approval for Next FY, June, Vote, VanGambleare
5. Annual Character Report, June, Info, Jolly
6. Appreciation Committee Annual Report, June, Info, Hawkins/Palmer
7. Board Evaluation Action Items, June, Discussion, Fradette
8. Confirm July Working Session Agenda, June, Discussion, Fradette
9. Appointed Board Member, Fall, Discussion, Board
10. Election Timeline Review, June, Discussion, Board

**F. Comments from the Board of Directors**

5 min (9:05) (10:16)

- None.

**XIII. Adjournment** (Approx. (9:10 p.m.)

(9:10) (10:18)

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

Attachments

- 1) New Board Member Training Checklist

Sonya Wittleder  
TCA Board Secretary