

The Classical Academy
975 Stout Road
Colorado Springs, CO 80921

Board of Directors Regular Meeting
October 2, 2006

- I. Treasurer Lisa Ruth called the open session to order at 6:07 p.m.
- II. Pledge of Allegiance/Roll Call.
 - A. Lisa Ruth led those present in the Pledge of Allegiance.
 - B. Roll Call. The following Directors were present: Lisa Ruth, Matt Carpenter, Chris Leland (via speaker phone), Chris Bender, Clark Miller, and Steve Tomberlin. Director absent: Lisa Sutton. Also present: Mark Hyatt, President.
- III. Spotlight Recognition. Principal Diana Burditt thanked custodians Vasilija Jorjic and Dragon Vidic for their exceptional work at the East campus over the past several months.
- IV. Board Development—a continuing series of presentations highlighting the formation of TCA’s mission, values, and philosophy. Chris Bender began by publicly thanking the founders for their work developing our mission statement (see Attachment 1). The founders’ choice to emphasize the role of the parent as in integral part of the mission statement sets TCA apart from other schools. Mr. Bender thanked the members of the administration and staff for making the parent-teacher relationship a priority, and recognizing the role of the parent. Steve Tomberlin described the 3-pronged approach for parental involvement.: (1) The school recognizes and respects the parents’ role and involvement; (2) The school and parents operate under the philosophy and parameters as set by the Board; and (3) The parents demonstrate their support of the school and the philosophy by investing their time and finances into TCA. This prompted discussion on how to inspire and “require” parents fulfill these expectations. The Board also requested more details and “showcasing” from the Administration on ways they are integrating the mission, and Lisa Ruth encouraged the Administration to bring other teachers and staff members to make presentations. Matt Carpenter suggested the staff develop a plan for future Board Development presentations, and Steve Tomberlin requested that the plan closely follow his original outline. Chris Bender recommended that implementation of the mission statement within the curriculum, culture, and activities of the TCA community be incorporated into a Presidential Objective.
- V. Comments
 - A. Audience.
 1. Barb Childress asked if parents will be able to participate in the MVP (Mission, Values, Philosophy) agenda item discussion. She then praised the recent Camp Alexander trip for 6th graders, but cautioned that sometimes the “small voices” can get lost if we are not attentive. She requested an update on the Dream Team concept—the response was deferred until later in the meeting (see item VII. F.).

2. Jim Kretchman referred back to the Board Development presentations, requesting we always consider the “why” behind the philosophy. He then effusively praised the recent 9th-grade Character Seminars conducted by Principal Peter Hilts. He expressed the wish for more parents to witness Peter’s involvement and interaction with their children, and suggested recording and presenting some “ESPN moments” in teaching. Steve Tomberlin echoed these sentiments, and thanked Peter for opening his heart to the students.

B. President, Operations, and Administration:

1. President’s Update. Mark Hyatt announced that the Wait List Meeting will be on November 9th. At this year’s meeting, parents will be asked to carefully evaluate if TCA is the right school for them, by ensuring that our philosophy and expectations match their needs and expectations. Mr. Hyatt updated the Board on the rodent control efforts, reporting that we are continuing to partner with the Health Department, and we have a very vigilant program. Teachers have returned to the classrooms that were cleaned, and report they’re satisfied with the facilities. Mr. Hyatt reported that safety and security are receiving increased attention, in light of the recent tragedy in Bailey, CO. He sent a Special Delivery message to assure parents that TCA is prioritizing safety and security. The Administration is pleased that parents are concerned and engaged, and emphasized that we are keeping staff, parents, and students informed.
2. Operations. Kevin Collins distributed a handout on the current status of Operations programs (see Attachment 2). He reminded that Board that today was October Count, culminating a Herculean effort by our Registrar. The final results are that we’re minus 10 FTE from what we had forecast; this is a product of late attrition that we couldn’t backfill in time. Mr. Collins reported that our effort to create an exclusion environment to keep mice away appears to be effective—the trap numbers are very low, at approximately a 1% rate. Upcoming projects include professional air samplings at East, and lots of asphalt projects at all the campuses. Thanks in large part to Bob Swanson, we were able to procure a new audiometer for hearing screening tests, and we received \$86,000 in grant money to improve the sewer system at Central.
3. Administration.
 - a. High School. Peter Hilts described the Freshman Character Seminars as a high point of the past month, and cited the enhanced esprit that will result from scheduling them early in the year. He encouraged the Board to enjoy our students’ PowerPoint prowess, displayed outside the computer lab.
 - b. Junior High. Mark Hyatt reported on the first meeting of the new Character Development Committee. He advised there are lots of committees being formed, so parents can be even more involved in school activities and character initiatives.
 - c. Instructional Philosophy. Leesa Waliszewski praised the elementary staffs for their great work on student literacy plans. She announced the 2006-07 school year as the year of K-12 vertical discussions. We’ll be strengthening the connections between the grades, and this topic will be the focus of our November conference. Mrs. Waliszewski invited the Board to our Veterans’ Day Assembly. This year we’ll highlight WWII vets, honoring their service and seeking ways to connect our kids with these veterans. Mark Hyatt transitioned to a report on

Grandparents' Day. Over 600 grandparents attended, and he thanked the principals and Bob Swanson for such wonderful attendance.

- d. Diana Burditt informed the Board about some of the wonderful things that happening in the classrooms at East campus. Mary Crowe continues to write some original CORE Knowledge songs, great Charlotte Mason moments spark the students' imaginations, and the teachers are pouring their personal passions for learning directly into their students' hearts.
- e. Veronica Varland described her teachers' work ethic as "impressive." She encouraged Board members and parents to visit any time, and observe these amazing teachers at work. She then described the preparations for parent-teacher conferences, and reported attainment of the goal for the Gold C fundraiser.
- f. Don Stump echoed the praise for our teachers, and proclaimed that students are excited about learning. He believes the 6th graders are benefiting from the character conferences at Camp Alexander. Finally, he reported that Grandparents' Day was a joy for everyone.

C. Board:

1. Clark Miller said he heard from the toughest critics—his kids—that the 9th grade seminar was terrific! He thanked Peter and Russ for serving as great role models for our students.
2. Lisa Ruth drew on recent personal experiences to thank the nurses and medical teams for doing a great job for our school.
3. Chris Leland cited an amazing team of people that make TCA a wonderful school. He is pleased with the curriculum changes in the 5th and 6th grade math. He expressed gratitude to the Human Resources staff and the Administration for hiring quality people. He closed by thanking Mark, Kevin, and Diana for keeping our kids safe, and for informing parents.

Chris Leland called for a break at 7:43 p.m. The meeting reconvened at 7:57 p.m.

VI. Reports

- A. Financial Report. Jim Woody provided a General Fund report (see Attachments 3 and 4). Our revenue is slightly below budget, due to the October Count being slightly less than forecast. Additionally, we'll receive all but a \$5K deductible from insurance for the lightning strike. In conclusion, the General Fund balance has been declining, but this is normal for the time of year, and we have adequate reserves. The Audit Review will be reported at the November meeting.
- B. Approval of Minutes. The minutes from the two previous TCA Board Meetings, on August 14, 2006 and on September 11, 2006, were both approved as presented.

VII. Agenda Items

- A. Detailed Fund-raising Report. Mark Hyatt distributed two handouts (see Attachments 5 and 6) that (1) Depict the overall fund-raising picture, and (2) Provide details on how Titan Trust monies have been spent, by category. He informed the Board of several initiatives to increase the percentage of

families who donate to the Titan Trust, including an on-line donation system, contribution cards, and a Letter of Understanding. The Titan Trust Development Group, a working group of parents and staff, will be established to explore and propose other options to increase participation. The Board encouraged President Hyatt to use a variety of resources to accomplish the fundraising objective, including direct assistance from members of the Board.

- B. Teacher Compensation Plan. Mark Hyatt reported on the feedback he had obtained from teachers on the tiered compensation plan. The majority of respondents approved of the plan, citing the specifics, and how it encourages teachers to be more involved with their career progression. There were some concerns about returning to a lower tier after attaining a higher level, and about the apparent lack of direct monetary recognition for advanced degrees and continuing education. Teachers expressed a desire for documentation and feedback on how they have and can improve. Mr. Hyatt recommended we continue with the tiered compensation system for the 2007-08 school year. The Board members concurred.
- C. Establishing an Individual 501C3 Foundation. Jim Woody began by providing some background on establishing a new and separate 501C3 foundation. It was originally generated by an auditor's comments that non-state-approved investments might violate state laws, and an informal legal opinion confirmed this. However, these investments earn a higher return on our donated money. Now, after some initial research, Dr. Woody is requesting authorization to get a hard, legal estimate of what it would cost to establish a 501C3 as a separate entity, not restricted to state-approved investments, to manage TCA's endowment. Additionally, he recommended further research, to include the various types of 501C3 entities, and the potential impact such an entity might have on our ability to obtain grants. The Board approved his requests, and asked he include in his research the pros and cons of using BuildingCorp to manage the 501C3 foundation. Dr. Woody will update the Board in January.
- D. Review Board Meeting Policy. Chris Leland opened the discussion with the question, *Does the TCA Board of Directors need to meet more frequently than once per month?* Mark Hyatt suggested that perhaps we can restructure the Town Hall Meeting format to enable more Board member discussion with parents, possibly including some time for MVP outreach (mission, values, and philosophy). Steve Tomberlin requested that Town Hall Meetings periodically occur on days other than Monday. Chris Leland offered the option of increasing the number and frequency of Board working sessions. The consensus was to maintain and evaluate the current schedule of Board and Town Hall meetings, and discuss at the Board working session in February 2007.

Lisa Ruth called for a break at 8:00p.m. The members of the Leadership Team were dismissed, excepting Mark Hyatt, Kevin Collins, and Jim Woody, and the meeting reconvened at 8:14 p.m.

- E. Reports from Ad hoc Subcommittees.
1. President's Objectives. This discussion occurred concurrently with the following agenda item, *President's Evaluation Format*. Chris Bender and Clark Miller each distributed handouts (see Attachments 7 and 8). After discussing the various objectives and formats, the Board agreed to provide Mark Hyatt an opportunity to thoroughly review and comment on the proposals. He and Chris Bender will collaborate, and at the next meeting they will provide a final proposal, along with recommended due dates for each objective. Once finalized, these objectives will be reviewed annually.

2. President's Evaluation Format. (See paragraph E.1. above) This evaluation format is designed so that the first 2 sections will never change, but the third section will alter as necessary from year to year. The Board approved the use of the evaluation form.
- F. Cultural "Dream Team" Update. Chris Leland has pinpointed 15 dates from November through March for meeting with small groups, which he will send to the Board members for their review. Some groups will have specifically planned demographics and/or representation; some will be more ad hoc. He requested that at least two Board members and one Lead Team member attend each meeting. At the next meeting, the schedule will be approved, and discussion will continue to establish the focus for each small group meeting.
- G. Other Business.
1. Change to June Board Meeting Date. Mark Hyatt requested that the June Board meeting date be changed to the first Monday of the month, June 4th. This will enable a rotation to ensure our principals receive some much-deserved, uninterrupted vacation time over the summer. The Board unanimously granted this request.
 2. Issues on the November Ballot. Chris Leland posited whether the Board should educate the TCA community on the potential implications to charter schools of Amendment 39 and Referendum J. There was some concern about the potential perception that we were advocating for a specific vote, and Matt Carpenter asked if there was a precedent. Since no precedent was determined, the Board decided to remain neutral on these issues, and examine future ballot measures on a case-by-case basis.
- H. Future Agenda Items.
1. Board Policy for Financial Reserves. Lisa Ruth stated that this discussion will be removed as an agenda item, since it will be incorporated into the Presidential Objectives.
 2. Letter of Understanding. Steve Tomberlin asked that we add a dialogue on a written instrument of expectations for new and existing parents, possibly requiring a signature to advise receipt and understanding. Mark Hyatt and Steve Tomberlin will collaborate and present this at the November Working Session.
 3. Marketing Materials Policy. Steve Tomberlin proposed creating a directive to the Administration on marketing materials, to include how to market, and what focus areas to include, especially for fund-raising purposes. Lisa Ruth suggested stronger, clearer objectives in lieu of a directive policy. Steve Tomberlin and Mark Hyatt will work together on some marketing ideas, and will present them at a future meeting.
 4. Parent Survey. Kevin Collins described the outstanding response to last year's survey, and suggested that since it takes time for improvements to have an observable effect, a survey every year may be counter-productive, and may not be an effective use of time. He proposed a biennial survey. Steve Tomberlin and Lisa Ruth expressed concern that we might diminish contact with parents if we don't survey every year, and that we should consider a smaller, more

focused survey to alternate with the more comprehensive survey. Mark Hyatt offered to draft some proposed questions for a focused survey, and present them at the next meeting.

5. District 20 contract meeting. No update since the September 2006 Board Meeting.

VIII. Executive Session. None.

IX. Adjournment.

Moved by Clark Miller, seconded by Matt Carpenter, to adjourn at 9:07 p.m. Roll Call. Approved by unanimous vote.

// --- Signed --- //

Chris Leland
Chairman

// --- Signed --- //

Matt Carpenter
Secretary