

The Classical Academy
975 Stout Road
Colorado Springs, CO 80921

Board of Directors Regular Meeting
January 8, 2007

- I. Chairman Chris Leland called the open session to order at 6:03 p.m.
- II. Pledge of Allegiance/Roll Call.
 - A. Chris Leland led those present in the Pledge of Allegiance.
 - B. Roll Call. The following Directors were present: Chris Leland, Matt Carpenter, Lisa Ruth, Clark Miller, Lisa Sutton, and Steve Tomberlin. Director excused: Chris Bender. Also present: Mark Hyatt, President.
- III. Spotlight Recognition. Kevin Collins, Steve Rex, and custodians at all campuses, were highlighted for their outstanding work on snow removal.
- IV. Board Development—a continuing series of presentations highlighting the formation of TCA’s mission, values, and philosophy. Matt Carpenter began his presentation on Exemplary Citizenship by citing Michael Josephson’s four areas of citizenship: Fulfilling civic duties, Doing your share, Respecting authority, and attempting to pursue civic virtues. Mr. Carpenter then described why these were important for TCA students and families, and Steve Tomberlin added that the founders’ hope was that our students would serve as leaders, to help set the cultural/moral direction for our society. Matt Carpenter then asked if we were succeeding in our mission to develop exemplary citizens. The discussion brought forth examples of success that included clear expectations and messages from leaders that character is important, a deliberate and multi-dimensional Character Program, requirements for service learning, and high standards of conduct and accountability. The presentation concluded with the exhortation to continually come to a consensus on our definition of exemplary citizen. Dr. Leland announced that next month’s presentation will be on Analytical Thinking.
- V. Comments.
 - A. From the Audience.
 1. Mark Hyatt introduced Mr. Jim Griffin, Executive Director, Colorado League of Charter Schools, who addressed the Board on Support for a Citizens’ Forum for Charter Schools. He introduced his assistant, Sean Bradley, and lawyer Eric Hall. Mr. Griffin then described their work with the state legislature, lobbying for capital construction money for charters and other major pieces of legislation. Their current goal is to build a better parent/constituent network across the state, and they urged the Board and school to help them as they build this constituent network. Their proposal involved asking TCA families to subscribe to a national legislative update and e-mail service, wherein they would be notified of issues that are important to charter school, and then given the tools to immediately and directly contact their state legislators, often in the form of a mass e-mail campaign. Chris Leland asked if this was something we wanted to bring to the TCA community, and if it would add value. Steve Tomberlin asserted there would be a positive outcome, since our funding comes largely from the state. Lisa Ruth emphasized this as another example of demonstrating exemplary citizenship. Chris Leland asked if we could release the names on our waiting list, in addition to the names in our directory. Hal Meyer advised that under FERPA, name, address, and e-mail are not protected by privacy laws. Therefore, we

can disclose directory information on all our students, so long as we give public notice of intent to disclose to a third party, describe how the information will be used, and allow a reasonable time for families to opt out. Since those on the waiting list are not yet students, that scenario will probably need to be an opt-in one. Mark Hyatt suggested that the first step would be to mobilize the parents who are willing to share their information. Chris Leland concluded by declaring this to be a first read, and asked it be added to the next meeting's agenda for a decision.

2. Jim Kretchman thanked the Board for discussing exemplary citizens, and taking the time to perhaps struggle with these issues. The founders recognize that the phrase is vague, but it goes beyond merely being a "smart" student. He added that the founders also grappled a lot with the word "civility," and consider that an important aspect of citizenship.
- B. From the President. Mark Hyatt updated the Board on two issues. First he addressed snow days and student contact hours, stating that although we're in better shape than D20, we're starting to look at options in case we exceed our allotted snow days. We have 8 more hours for secondary, and we're going to be short in A.M. kindergarten. Snow days also translate into lost productivity for our year-round staff, since we can't make up lost days.
- C. Operations Update. Kevin Collins reviewed the Operations handout (Attachment 1), and advised that our snow removal contracts have pushed us to 200% of our budget in that area. Matt Carpenter asked if other schools are having the same problems with snow removal, and whether the district was communicating these problems to the city council. When queried, Mr. Collins advised against asking parents to use personal snow removal equipment, due to restrictions about plowing on public property. He then announced that the parent survey will begin on January 12, and conclude on February 20.
- D. Administration.
1. High School – Peter Hilts humorously reminded the Board that we've only had seven school days since the last board meeting one month ago. He praised Matt Spurlock, our Alumni Coordinator, for mobilizing alumni meetings with our seniors. Hal Meyer then provided a scheduling update, citing that we had a 97% rate for senior schedule changes alone. In total, schedule changes and requests amounted to over 170 hours of time spent over four weeks. We've concluded that the student interest surveys are not providing useful information, so they will be discontinued. Additionally, preliminary schedules will be distributed the week before spring finals. Steve Tomberlin asked if any analysis was done on the reasons for a 97% change rate. Mr. Meyer replied in the negative, but indicated that he believed over 2/3 were motivated by personal preferences.
 2. Instructional Philosophy – Leesa Waliszewski highlighted another teacher leadership role: Grade-level representatives. One teacher per grade per campus meets regularly with their principal. At the secondary level, it has facilitated communication about tests and major projects, which really helps to manage our students' workloads—the students and their families are reaping the benefits!
 3. Jr. High – Russ Sojourner announced that the girls' basketball program is doing well. He gave kudos to the 8th grade Theatre classes for their entertaining performances, and then highlighted the great artwork displays adorning the halls. The Science Fair is drawing near, and brings two changes this year: First, it will be optional for 8th graders, and second, 7th graders can opt for the level of rigor they'd like to pursue in their projects.
 4. East – Diana Burditt described how thankful she and her staff are for Kevin Collins, Steve Rex, Vasilija Jorjic, and contractor Kevin Longenecker for all their snow removal efforts. Our new radios are

keeping the staff connected, and enhancing our emergency ops. The Geography Bee ended today, with Andrew Gordon as our winner!

5. North – Veronica Varland echoed the praise for Kevin Collins and his tremendous team. She announced that the first graders are having a Science Blowout, and there are many other great experiences pending: Body Lab, Westward Expansion, Electricity, Africa, China, Renaissance Day, and a Geography Bee. The Talent Show will be at the end of February.
6. Central – Don Stump expressed appreciation for the attitude of the parents, especially when dealing with all of the snow. Central is also looking forward to our first Geography Bee.
7. Mark Hyatt concluded by announcing that Veronica Varland is engaged to be married this March. Everyone expressed their sincere congratulations with a round of applause!

E. From the Board

1. Lisa Sutton thanked Jim Kretchman for helping support the Bender family during their recent adversity—it's wonderful to be part of the great TCA family.
2. Steve Tomberlin described how many parents are praising the quality education at Central. He thanked the Administration for the leadership you provide, and the great teams you have established. You enable the Board to function in the planning mode, instead of a reactionary mode.
3. Matt Carpenter acknowledged Jim Kretchman and Lisa Sutton, thanking them for coordinating efforts to assist the Bender family—you demonstrate what a community and exemplary citizens are all about.
4. Chris Leland extended thanks to everyone in the TCA community on behalf of the Benders—they are strengthened and humbled, and so uplifted. Please keep them in your thoughts and prayers. He then read the official proclamation for "Kay Goble Day" honoring our 2006-07 Titan of the Year. Dr. Leland then complimented Mark Hyatt and his team for an excellent Titan Times newsletter, praising it as thorough, accessible; very understandable. He then expressed concern and aggravation upon receipt of three unsigned letters from TCA constituents. The constituents raised good issues, and he asked that everyone please have the courage, courtesy, and trust to identify yourself to the rest of our community.

VI. Reports

- A. Financial Report. Jim Woody provided an update on the General Fund (Attachment 2) attributing the increase in deficit predominantly to unplanned events such as snow removal. He announced that rollovers will appear next month when we revise the budget, so this is a preview of what they'll look like. The enrollment projections are provided as background information on what we'll use to determine budget numbers. Steve Tomberlin asked if we are straining North Elementary resources more than East Elementary. Mark Hyatt responded that class sizes at North Elementary are slightly larger than East, because there are more requests for North. Chris Leland inquired whether the drop off between 6th grade numbers and 7th grade enrollments was realistic, given our attrition forecast. Doug Hering responded that we continually update our attrition model to be as accurate as possible. Chris Leland and Steve Tomberlin then asked about our charter limits, and if there were any trends or spikes in K-6 enrollments. Mark Hyatt and Kara McIntyre responded that we cannot exceed 2,250 full-time D20 students, but that this doesn't count our out-of-district or part-time student numbers. Right now we don't foresee any problems.

- B. Approval of Minutes. The minutes of the regular meeting on December 11, 2006 were unavailable, so their approval was deferred.

VII. Agenda Items

- A. TCA BuildingCorp – Appoint Directors. Chris Leland proposed that Tim Pfeiffer, Rick Mueller, and Vicki Tomberlin be reappointed as Directors of BuildingCorp. Lisa Ruth suggested that we consider appointing some additional directors so that at some point all three members don't turn over at once. Chris Leland added the appointment of additional TCA BldgCorp directors to the February agenda.

Moved by Clark Miller, seconded by Lisa Sutton, to appoint the slate of BuildingCorp Directors as presented. Roll call. Approved by unanimous vote (Steve Tomberlin abstaining).

- B. School Calendar Review. Kevin Collins distributed eight handouts (Attachments 3-10), depicting proposed calendars for Elementary, Secondary, the Cottage School Program, and D-20 for 07/08 and 08/09. He requested comments and feedback before the next Board meeting. Matt Carpenter inquired about the feedback on our current calendar. Mr. Collins cited a pronounced difference in the quantity of feedback, and that there has been very little negative feedback, which indicates it is meeting the needs best. Lisa Ruth asked if there were any changes forecast for D20's calendars, and the response was none, except possibly for snow days. Lisa Sutton questioned which priorities and assumptions were used to determine the calendars, specifically expressing concern that we have over a month off the first semester, and only 2 weeks off during the second semester. Kevin Collins listed the issues in priority order: 1) Whether or not to have a Fall Break, 2) When to start school in August, 3) When to hold finals, and 4) When to end school in the spring. Lisa Sutton requested some Fall Break options, such as one 4-day weekend instead of a week-long break. Chris Leland suggested it might help us to review the discussion on Fall Break, and asked for a written list of the planning assumptions at the next meeting.

- C. Curriculum Review. Leesa Waliszewski informed the Board on the current subjects under review: History and Science. Our reviews extend through all of our grades, and we follow the Core Knowledge sequence, even though we are not an official Core Knowledge school—this gives us flexibility to modify our topics. We'll continue to review whether or not we need science and history textbooks in junior high, and the review will be complete this semester, in time for a summer purchase.

- D. New Course Approvals. Peter Hilts announced that there were no changes to the proposal since it was presented last meeting. Chris Leland reminded the Board that the proposal includes both new, remaining, and extension courses, and that the Honors Courses were approved at the last meeting.

Moved by Lisa Ruth, seconded by Steve Tomberlin, to approve the New Course Proposal as presented. Roll call. Approved by unanimous vote.

- F. Cultural "Dream Team" Update. (This item was moved early in order to dismiss the Lead Team) Chris Leland distributed the revised meeting schedule (Attachment 11), which depicted several combined meetings. The Dream Team portion will last one hour, and the Lead Team will refine the times. Board members should e-mail Chris Leland which meetings you plan to attend.

- G. Working Session Offsite (added – Other Business). Chris Leland asked we reschedule the dates for the offsite, to accommodate his work schedule. The new dates for the social and Working Session are March 9th and 10th, respectively. He thanked everyone for their flexibility in accommodating these changes.

Chris Leland dismissed the Lead Team members, excepting Mark Hyatt and Russ Sojourner, with thanks for their efforts.

VIII. Executive Session (moved earlier at the request of Mark Hyatt).

Moved by Steve Tomberlin, seconded by Matt Carpenter, to adjourn to executive session per C.R.S. 24-6-402(4) (f), Personnel and Discipline Matters, at 8:41 p.m. Roll Call. Approved by unanimous vote.

Moved by Lisa Ruth, seconded by Matt Carpenter, to adjourn to public session at 9:37 pm. Roll Call. Approved by unanimous vote.

- H. Report from ad hoc subcommittee: Resolution on School Size. Steve Tomberlin presented a revised resolution, which incorporated the recommended changes (Attachment 12). Lisa Ruth suggested we add language to clarify that 600 is the FTE number we're targeting for on October Count. The Board agreed to add the clause "as measured on the official enrollment report to CDE" to the end of the proposed resolution. Chris Leland requested a Special Delivery message be sent, publishing the resolution.

Moved by Steve Tomberlin, seconded by Clark Miller, to approve the resolution as amended. Roll call. Approved by unanimous vote.

- J. Code of Conduct. Lisa Ruth presented a revised proposal, incorporating additional language in paragraph 2 (Attachment 13). Further minor grammatical corrections were proposed. Lisa Sutton asked how the code would be enforced, and Chris Leland responded that the individual would be approached privately first, and then any enforcement would be by the members of the Board. Lisa Sutton inquired into the motivating factor for the revisions. Lisa Ruth responded that there were two overarching reasons. First, that potential candidates should have clearer expectations of their roles, before they run. Second, the need for revisions developed as part of the discussion for the letter of expectations for parents—we felt the Board members should set the example. Steve Tomberlin concurred, adding that anything we're asking of the community should be demonstrated consistently by our Board members. We're the kind of school that we are because of the kind of sacrificial commitment, in time and finances, made by all of the members of our community. Chris Leland stated that the former language was incomplete or vague, and we wanted to clarify it and remove any ambiguities.

Moved by Lisa Sutton, seconded by Matt Carpenter, to approve the Code of Conduct as amended. Roll call. Approved by unanimous vote.

- K. Letter of Understanding. Steve Tomberlin presented a first read (Attachment 14). Chris Leland clarified that we intended to include the dollar amount of expected donation, despite this being an annual letter. He recommended we delete any reference to minimizing electronic games, remain focused on a positive note for the last line in the first section. A suggestion was made to include some examples of behavior. Peter Hiltz asked that secondary students also be required to sign this, so that they understand the commitment their parents are making. Mark Hyatt suggested that in the event a parent refused to sign, that perhaps we should have an option to sign for understanding only. Steve Tomberlin stated that the purpose of this letter should predominantly be for awareness and education—a reminder of our culture and expectations. Lisa Sutton suggested that we explore the idea of invoicing people. Matt Carpenter updated the Board on several initiatives that the Titan Trust Development Team was exploring, including invoices. The discussion ended with a request to forward any changes to Steve Tomberlin. The vote will be held at next meeting. Mark Hyatt recommended we incorporate these expectations into our Kindergarten registration letter, which will be mailed in January.

- L. Board Buddy System. Matt Carpenter advocated that Board members increase communication and

sharing of information, to enhance Board continuity and knowledge. Steve Tomberlin and Chris Leland requested that relation-building within a community context be a priority. The Board Secretary will coordinate the rotation system.

VIII. Other Business. None.

IX. Future Agenda Items

- A. Announce Board of Director Vacancies (Information)
- B. Current Year Budget Revision (First Read)
- C. Quarterly Review (Information)
- D. Fund-raising Report (Information)
- E. Report: Presidential Objectives #2 & #5 (Information)
- F. Grant of Authority (First Read)
- G. School Calendar Review (Approval)
- H. Change in Registrar Procedure / Employee Benefit of Enrollment (First Read)
- I. Support for a citizen's forum for charter schools (Second Read – Mark Hyatt)
- J. Appointment of Additional TCA BldgCorp Directors (First Read – Chris Leland)
- K. Letter of Understanding (Vote)
- L. Steeples/Pillars of Excellence (Information – Steve Tomberlin) to assist us in financially focusing on certain disciplines

X. Adjournment

Moved by Steve Tomberlin, seconded by Lisa Ruth, to adjourn at 10:32 p.m. Roll Call. Approved by unanimous vote.

Chris Leland
Chairman

Matt Carpenter
Secretary