

The Classical Academy
975 Stout Road
Colorado Springs, CO 80921

Board of Directors Retreat
The Hideaway Conference Center
(3805 Walker Rd. Colorado Springs)
Friday, July 29, 2011 and Saturday, July 30, 2011

I. Call to Order on July 29 (Friday)

Chairman Steve Pope called the meeting to order at approximately 6:20pm.

II. Roll Call

Board members present were Steve Pope, Jim Woody, Kirk Cameron, Jim Kretchman and Ron Mast. Lisa Sutton and Matt Carpenter were excused. Board-elect members present were Chris Carter, Chris Leland, and Steve Palmer. TCA President David Bohn attended representing the staff.

III. Discussion Agenda Items

- a. Board members discussed Board Governance as it relates to the Board's role in interacting with parents, administration, staff and teachers, students, Academy School District 20, other government entities, and donors.

IV. Adjourn Meeting

Moved by Jim Woody, seconded by Jim Kretchman, to adjourn the meeting, at 10:05pm. Roll Call. Approved by unanimous vote. The public meeting was adjourned at 10:05pm.

I. Call to Order on July 30 (Saturday)

Chairman Steve Pope called the meeting to order at 8:52am.

II. Roll Call

Board members present were Steve Pope, Matt Carpenter, Jim Woody, Kirk Cameron, Jim Kretchman and Ron Mast. Lisa Sutton was excused. Board-elect members present were Chris Carter, Chris Leland, and Steve Palmer. David Bohn, Kevin Collins, Hugh DiPreto, Russ Sojourner, Don Stump, Rachel O'Donnell, and Peter Hilts attended representing the staff.

III. Discussion Agenda Items

- a. TCA Construction – TCA North 1st Floor – First Read
 - i. Presenters: Ron Mast and Kevin Collins
 - ii. Information was provided about building out the 1st floor (36,000 square feet) at TCA North Secondary to accommodate 25-28 classrooms. The end goal would be to have this

completed by September 2012. The cost of the project could be from \$2.2 - \$2.5 million. Possible sources of funding for this project include \$1.2 million BEST grant and \$1 million from Bldg Corporation. First step would be to have a Request for Proposal process to select an architect and have designs completed by November 2011. Next steps could include construction bids by December 2011 with construction beginning in February 2012.

- iii. At the August Board meeting, any updates on the timeline will be shared with the Board including a list of other future capital projects slated for all TCA Campuses (Central, North, and East).

b. Board and Administrative Roles

- i. Presenters: Steve Pope, Jim Kretchman, and David Bohn
- ii. Discussion began with a recap of Friday night's conversations. One of the things that make this school unique is the relationship between the school and the parent community. Three "domains" were discussed and included the Domain of the School, which implements TCA's core values, the Domain of the Home (and parents), which evaluates the success of TCA, and the Domain of the Board, which is the guardian of core values and helps the Board in understanding how to listen to parents.

A break was taken at 10:50am. Meeting attendees were reconvened at 11:10am

III. Discussion Agenda Items (continued)

b. Board and Administrative Roles (continued)

- i. Discussion was held about different roles of the Board and the Administration and areas of overlap. Key areas to address included:
 - i. Interaction with parent community - managing/ listening / feedback
 - ii. Students - workload / grading / homework
 - iii. Teachers - evaluation, hiring and firing, and teacher discipline

A break was taken at 12:20pm for lunch. The meeting was reconvened at 1:10pm. Attendees at this time included Board members Steve Pope, Matt Carpenter, Jim Woody, Kirk Cameron, Jim Kretchman and Ron Mast. Board-elect members present were Chris Carter, Chris Leland, and Steve Palmer. David Bohn attended representing the staff.

III. Discussion Agenda Items (continued)

b. Board and Administrative Roles (continued)

- i. A variety of topics were discussed and a list of tasks for the next year were developed.

c. Tasks for the Board were discussed and included:

- i. Develop a process for defining a "pain point" for Administration and Board and possible joint subcommittee to address issue (Steve Pope and David Bohn)
- ii. Define process for addressing Top 3 "Radar Screen" issues (Jim Kretchman and Kirk Cameron)
- iii. Catalogue and analyze list of board roles and how it links to current policies (Chris Leland and Matt Carpenter)

- iv. Develop Parent FAQ to explain and define the relationship with the board and the parents with the goal of completing this in time for the new parents meeting in November (Jim Kretchman and Jim Woody)
 - v. Defining Parent and Board communications - how the whole board communicates with the entire parent community and the parent community interacts with the entire board (Ron Mast, Chris Carter, and Steve Palmer)
- d. Structure Board Meeting and Agenda Areas to meet Board Role and Board Strategic Goals
 - i. Discussion was held about holding additional meetings throughout the year that would be dedicated solely to philosophical topics.
 - ii. In addition, discussions were held that the regular monthly board meetings should include an update time for IPD, Finances, Operations, and Advancement/Fund Development.

A break was taken at 3:10pm. Meeting attendees reconvened at 3:35pm.

III. Discussion Agenda Items (continued)

- d. Structure Board Meeting and Agenda Areas to meet Board Role and Board Strategic Goals (continued)
 - i. Discussion was held about possible topics to be held at future additional meetings dedicated to philosophical topics.
 - ii. These topics included:
 - 1. College Pathways
 - 2. TCA High School
 - 3. Governance strategic plan as it relates to SACs, PTOs, and DACs fitting into the stakeholder model, board structure, recruitment of board members, and board liaisons on standing committees (character, appreciation – replacement for Jim K, others?)
 - 4. Board Elections
 - 5. By-laws
 - 6. Board policy review, update, and adherence committee
- e. Possible Presidential Objectives for 2011-2012
 - iv. Topics for possible objectives over the next year included communicating TCA's Core Values communication to the community, consistent alignment of the core values and classroom experience in 7th - 12th grade, annual giving, improve evaluate staff conflict resolution process, and work with Board on top three key areas of overlap for Board and Administration (1. Interaction with parent community - managing/ listening / feedback, 2. Students - workload / grading / homework, and 3. Teachers - evaluation, hiring and firing, and teacher discipline)

I. Adjourn Meeting

Moved by Jim Kretchman, seconded by Jim Woody, to adjourn the meeting at 5:04pm. Roll Call. Approved by unanimous vote. The public meeting was adjourned at 5:05pm.