

MINUTES
TCA Board Meeting
October 17, 2011

I. Call to Order

II. Pledge of Allegiance/Roll Call

Mr. Cameron here via phone

Mr. Carter here

Mr. Leland here

Mr. Mast here

Mr. Palmer excused

Mr. Pope here

Mr. Woody here

III. Comments from Audience (None)

IV. Consent Agenda Items

A. Minutes from Sept. 12th regular meeting

B. Minutes from Sept. 26th special meeting.

(Note corrections from Pope and Woody on minutes)

C. August Financials

D.. Ops Report

Consent Agenda (Moved – Pope/2nd –Woody)

Roll Call vote –

Cameron – Aye

Carter – Aye

Leland – Aye

Mast – Aye

Pope – Aye

Woody – Aye

Carried

V. Discussion Agenda Items

A. Core Values Presentation (Dr. Bohn)

“Warm Learning Environment”

Asking the Board for reflections on this core value -

Leland – comments on warm learning environment – having teachers understand the limits of kids but also challenging.

Carter – examples of practical ways that teachers are adapting to kids needs.

Pope – (1) “interest” – comments on Coleen Hare’s comments on the engagement of ideas with peers and teachers. Level of interest in learning has increased with all of his own kids. (2) “Rewards” is passion of his – to align with reality and genuine nature of feedback not empty rewards leads to better responses.

Bohn – why did it make it in the CV documents?

Carter – It demonstrates that when people care about the students they increase interest.

Cameron – Makes kids eager to learn. Example of his own Kindergartner who wants to demonstrate his excitement with new Spanish words.

Mast – It is linked directly to the pillar of a passion for learning.

Woody – the environment matters; art show example – proud to see their pieces of art displayed. Creates intrinsic motivation. Science Project – grandkids show science projects that get them motivated to go deeper. Founding Fathers dressing up and keeping them engaged. It is both in and outside of the classroom. Motivation toward life-long learning.

Bohn – example with own daughter in an educational atmosphere key to getting her into learning at all.

B. Elementary Teacher Mentor Program Update
(Request from Dorothy to push this back for others to make it to the meeting – Moved to C)

C. Simpson – Introduced the mentors; shared stories-

St. Marie – East teacher North parent; raised questions with Veronica – found a role as a mentee teacher; the mentors were well prepared and well researched; More than just the hours of preparation – it is the creation of an atmosphere to a better learning environment. Value is tremendous; “Don’t know if you’ve heard this but it is hard to be a teacher at TCA”

Roberts – had nine years experience; at end of two years was still unsure; mentors have been support as well as resource; Kelly helps with RTI work; Anna familiar with the curriculum and facilitating the new team members who are taking over. Training has been very helpful.

Jackson – speaking on behalf of mentee – who was having conflict issues with parents who had been very assertive; Leann was able to mediate and model for both parents and teachers; parents have formed a better relationship; Honor to serve in this way.

Cameron – as Parent – 5 kids, 25 classrooms at North; 8 new teachers; mentor program has overcome the new teacher syndrome and this year with 2 new teachers – the mentor program represents the best part of TCA.

Dorothy – Mentor program has exponentially provided positive results

Suggestion that there is need to communicate to parent body –

Mr. Cameron – with success at North – will be expand it? Dorothy – move it around to the different campuses. With additional funding might be able to expand number of mentors.

Discussion continued with the board about our excitement – and follow up with our parent community. Leland – ROI – for dollars invested Pope – HR perspective – how will mentors align with IPD and school leaders. Meeting weekly and more often – Review of performance? Not yet.

Board Actions:

- Mr. Carter to work with Mrs. Simpson and Mrs. Stump to write up personal stories and accounts of mentor program (How it follows IPD guidelines, fits into evaluations, etc.)
- The Board will follow up with supporting communications to parents

Administrative Actions:

- Mrs. Stump to work with developing a report to parents about the progress of mentor program (Cost effectiveness, retention, quality of 1st year teachers)

D. Capital Construction Plans and Status Update

Mr. Collins gave oral update on the initial visits from some contractors and officials to give general information for the development of RFP's. Need to resolve weight room issue. Development of what third floor

might be used for including perhaps reallocating the administrative area for academic use. Mast – question on more detail on that issue; Collins – it is not nailed down; Bohn has realized that the administration space might be used differently; Energy audit – the first floor can take load with four modular; If kept all modular then units must increase; Mast – if we build all additional space (Aux gym, etc) then will have to increase it; Woody – enough H-vac equipment? Kevin – Yes; Timeline issues? Kevin – Still on timeline as far as we've gone. All pieces that are going into place are going to help overall costs. Telephone system – will need to upgrade and cost is substantial; Mast – alternatives like wireless? Kevin – yes, it could be done. Associated with H-vac – However the controls are from three different timelines – all need to be upgraded. Current replacement parts are not still made. Repackaging of that issue is less costly than originally thought. Also looking at parking lot issues that are marginally related. Maintaining the confidentiality of details for fairness of RFP process. Mast? Timeline for Collins? – wants to have RFP ready in a week; then allow process for review; will interview a smaller number; selection; looking at the process going in the next couple weeks; Once selection is done – then begin development of design; Cameron – Any consideration on third floor? Yes. Cameron – related question – if use 3rd floor – what are alternatives for admin? Not worked out; interactive lab information for sciences? (related to article that Dr. Bohn had sent out) – Bohn – good idea, but current space is probably not large enough to do the more highly interactive model. If we go wireless, then the open space need is less. May not have that room anyway. Mast? How have you (Hugh) come along with input from other community? Have used needs based model and then started to meet with constituent groups (teacher subcommittees, eg etc. – departments then in general; did not get to parent component) Bohn – developed a parent town hall for input and ideas to be done in design stage; SAC at north/HS for review (to be done once footprint is set).

Powergrid question – still calculating costs

Safety issue – still using some modular (Carter) – yes, still having to use some for Band especially.

Macro Timeline? Presented at next meeting

Best Grant – (Bob Swanson) – will be applying between Dec. 2 and March 2.

Administration Actions:

- Dr. Bohn to invite Parents and Students into the building conversation

- Mr. Collins to check on different electrical power scenarios and costs for build out (could expand electrical power capacity now and save time and money later)
- Mr. Collins to refine cost estimate as soon as possible

E. TCA Board Member Election Process Update

Woody – Update – contracted with SBS/Direct vote – Calendar is attached. Recommend that when Bylaws are adjusted would want to see all parents guardians receive vote;

Action – Woody/Collins/Swanson – will come back with Board Policy change in November meeting.

Board Actions:

- Dr. Woody and Mr. Collins get together to determine bylaw changes and procedure changes
- Check with Brad Miller on changes to Bylaws
- Determine how candidates are to campaign (Debate, talk at an earlier board meeting, tape information about candidates and place on TCA web site, etc.)

Administration Actions:

- Review policies for election to coincide with contractual timeline

Parent Survey

- Need to begin discussion on how the Board wants the Parent Survey questions to look
- Mr. Mast requested the results from the climate survey that D-20 took and will share results between us and D20
- We want to be able to have consistent questions so that we can make apple to apple comparisons when we evaluate results
- We need to further discuss the merits of having a long and short questionnaire every other year

Board Actions:

- The Board considered it was enough to teak the past survey rather than revamp it
- We will be using the long survey this year

Administration Action:

- Mrs. Stump to work on communications response to parents about TCA concerns to last survey

- Mr. Collins to send out parent questions to Board we used from two years ago

F. Status of various inquiries

1. Collection of fees online payment system

Mr. Cameron question on this; Bohn not have data but will by November board meeting. Will be part of bigger report that includes overall numbers of payment percentages, etc.

2. Field Trip plans for elementary, JH, HS

Bohn - Principals were out on Break so this will be dealt with for next meeting.

Mr. Cameron – clarification – since we have cut back on field trips are curriculum based – how has this impacted the curriculum? Others (like Sand Dunes) are more cultural? Impact?

3. D20 Transportation policy as it relates to TCA activities

Mr. Collins – have dealt with D20 on this; recommitment to best practices in terms of scheduling and canceling of bus use.

Mr. Cameron follow up on having our own bus or transportation. Mr. Collins – yes but very costly.

Parent Questionnaire – (returned to this issue as an ancillary agenda item) -

Action – guidance for Kevin – sense of the Board is that we tweak what is there versus overhaul of survey. Cameron – why do we do shorter survey in off years - and full survey every other year? To give us better longitudinal data? Woody – staff time involved; Collins – smaller survey deals with drill down on key issues on longer survey. J. Stump is working on “response” to parents from data/findings.

Administrative Action:

- Provide up date on online fee collection at November Board meeting
- Provide policy and philosophy on field trips

G. College Pathways Review

(moved from H – to allow Steve Wright to leave at Break)

Handout – Growth is good but a challenge; With growth comes more work on individualized program/schedule – needs advising. Has had academic success

Adequate space is largest challenge – especially with individual meetings and study hall time with students; moving some pc's into rooms allowing maximizing space.

Office Space is 150 square feet; overloaded. CP at PPCC – 95% are getting C or better; Dr Lance Bolton – met with TCA CP leadership to talk about concurrent enrollment and value that program of TCA brings to each partner; ACT 24 is on par with traditional HS.

Needs – office space immediate need; class schedule can adapt but needs more study; need to discuss plans for potential facility build-out.

Mast – potential growth for next year? Wright - Tough to tell but TCA needs to manage that in terms of student needs;

Mast – space needs ? Can we use North modular? Might work (Hilts) but Collins says PPCC not in favor of that use at East.

Discussion continued on ideas for space issues with PPCC. The CP team will be exploring.

Mast – worth using our January special meeting for the discussion of CP and TCA traditional programs (?)

Cameron – question on number of students who are transferring from other TCA schools -

Administration Actions:

- Provide Board with ACT averages (college attendees and non college) and compare with TCA High School
- Determine the cost benefit to expand past 535 students
- Be prepared to be the main topic of discussion during special meeting on Jan 23, 2012
 - Allowing CP and Tradition TCA High School to co-mingle in activities
 - How to involve CP more in the TCA Philosophy discussion
- Create a dashboard of items (for example ACT, number of students, college grades, follow on after CP, etc.) that can be regularly tracked

Break (8:35pm)

Back to Order 8:55pm

H. Board Governance Goals & Improvements

Repeat of handout of Strategic Plan and SWOT Analysis

Motion to Accept Items A-D and the SWOT Content (Carter/Leland)

Amend D to be 3 year not 5 year time frame

9 committees that are feeding into the Overall Strategic Plan – Update in November or December from Dr. Bohn

Objectives can be assessed each year with complete review every couple years. (Bohn)

Cameron – Aye

Carter Aye

Leland Aye

Mast Aye

Palmer Excused

Pope Aye

Woody Aye

Thanks to Steve Pope for hard work in creating the document.

2. Bylaw revision (Brad Miller will give original draft; Board Strategic Planning Committee will work through various section changes of Bylaws)

ii. Discuss 11-12 Goals with Owners (no further)

iii. Schedule Topics for bi-monthly board meetings

November 7 – topic to be covered will be Board Vision, Philosophy, Roles and Responsibilities

November 14 - # 1 and #2 – of Pain Points Process; Top 3 Radar Screen

I. Board Communication Subcommittee

Mr. Carter (Board Communication) and J. Stump (TCA Communication) have agreed to schedule Board Highlights Communication to be done on Thursday of the week of the Board Meeting;

Blog topic has been evaluated and the proposal is to be single topic oriented; Topical discussions ideas from Board members for those open forum discussions. First topic; First Floor Build-Out Will happen after Core Values discussion at beginning of meeting.

Board Action:

- Mr. Carter to coordinate with Mrs. Stump and Mr. Gronski to launch Blog sight

J. Future Agenda Items/Schedule

- Consider having a 15 minute open forum (during TCA Board meetings) for interaction with Board and interested parents after Core Knowledge discussion
 - Nov forum has not been determined
 - Dec forum will be on 1st floor build out update
- November 14th Board Agenda Items
 - Capital Construction update
 - Registrar update
 - Parent survey update
 - Annual Fund update
 - Audit Report
 - Dr. Bohn objectives
 - Mr. Cameron topic updates
 - Communication plan
 - TCA Online Election update

VI. Executive Session (Move into Exec. Session – Woody/Cameron)

- A. Colorado Rev. Stat. sec. 24-6-402(4)(a) – discuss Scarborough property
- B. Colorado Rev. Stat. sec 24-6-402(4)(f) Update to President of TCA

Move to Exit Executive Session (Pope/Woody)

Move out of Exit Session (Carter/Cameron)

No Action out of Executive Session

VII. Adjournment (10:20pm)

Move to Adjourn (Carter/Woody)