



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS MEETING

MONDAY, APRIL 8, 2013, 6:00-10:00 P.M.

NORTH CAMPUS — TCA ROOM 2213/2214(SECONDARY)

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.

### AGENDA

- I. Call to Order (6:00 p.m.)
- II. Pledge of Allegiance / Roll Call 5 min
- III. Approval of Agenda 5 min
- IV. Comments from the Audience (Audience members have 5 minutes to address the Board) 10 min  
(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)
- V. Celebrating TCA 5 min
- VI. Report of the Executive Director & Cabinet Spotlights 10 min  
Motion: to receive the report
- VII. Consent Agenda 5 min  
Board Directed items to be removed from Consent Agenda:  
Motion: to accept the Consent Agenda
  - A. Minutes: March 11 (Swanson/Pope)
  - B. Written Reports of the Executive Director and Cabinet
    - 1. Human Resources (Schulz)
      - a. Matters Relating to Personnel Action
    - 2. Operations (Collins)
      - a. Ops Update
    - 3. Finance (VanGampleare)
      - a. February Financials
  - C. Approve Next Year's Board Meeting Schedule (Leland)
  - D. Review Board Strategic Calendar (Leland)
- VIII. Discussion Agenda Items
  - A. Items removed from Consent Agenda
  - B. Cabinet Level Reports
    - 1. Current Year Budget Revision 10 min

Action: VanGambleare

Motion: to receive report for 1<sup>st</sup> read

Rational: to review and revise the current year budget based upon changes in needs

2. Preliminary Budget Approval for FY 2013-2014 20 min  
Action: VanGambleare  
Motion: to receive report for 1<sup>st</sup> read  
Rationale: to inform the Board on the projected budget for next year
3. Student Fee Schedule 10 min  
Action: Hilts/Birkey  
Motion: to receive report for 1<sup>st</sup> read  
Rationale: to update the Board on the proposed student fees for FY 2013-2014
4. Advancement Update 10 min  
Action: Laney  
Motion: to receive the report as information  
Rationale: to update the Board on the progress of annual giving
5. TCA Charter Update 10 min  
Action: Collins  
Motion: to receive report for 1<sup>st</sup> read  
Rationale: to review any changes to the FY 2013-2014 charter
6. Employee Climate Survey Report 10 min  
Action: Schulz  
Motion: to receive the report  
Rationale: to receive the report as information
7. Academic Services Update (Curriculum Review) 10 min  
Action: Hilts  
Motion: to receive the report

#### C. Board Subcommittee Reports

1. Board Annual Evaluation 10 min  
Action: Leland/Woody  
Motion: to present and approve the Board Annual Evaluation process and format.  
Rationale: as part of the Board being more accountable this subcommittee will begin the process of creating an evaluation form and process for the Board.
2. Sub-committee on Committees 10 min  
Action: Kretchman  
Motion: to accept report  
Rationale: to cleans the sub-committees
3. Communications 10 min  
Action: Carter  
Motion: to approve report  
Rationale: to determine the responsibilities of the Board Communications Liaison

#### D. Board Policy Review

1. Executive Director Evaluation (Dr. Coulter) 10 min  
Action: Palmer  
Motion: to approve of the process  
Rationale: to discuss Dr. Coulter's evaluation process to be completed NLT May 13, 2013
2. Bylaw Review 10 min  
Action: Pope  
Motion: to accept the report  
Rationale: to review and amend the 2012 TCA Bylaws
3. Fundraising Philosophy 10 min  
Action: Carter

Motion: to accept the report  
Rationale: to outline the Board's fundraising guidelines

E. Board Development and Assessment

1. Board Development & Training 10 min  
Action: Leland
2. Board Strategic Planning Process 10 min  
Action: Leland  
Motion: overview and introduce next steps in the strategic planning process. To approve funds for strategic planning process.
3. Board Communication Planned 5 min  
Action: Carter  
Rationale: to develop and approve of communication update to community

F. Future Board Agenda Items 5 min

1. Advancement Plan for FY 2013-2014-May 13, 2013-Laney
2. Communications Update-May 13, 2013-Harris
3. Executive Director Evaluation Completed (Dr. Coulter)-May 13, 2013-Leland
4. Parent Survey Results-May 13, 2013-Collins
5. Senate Report-May 13, 2013-Coulter/Hintze

- X. Executive session pursuant to C.R.S. 24-6-402(4)(c & e) for the purpose of discussing confidential student matters as well as meeting with legal counsel to discuss matters related to negotiations. 15 min

Adjournment (Approx. 10:00 p.m.)