



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS WORKING SESSION AND BOARD MEETING

MONDAY, DECEMBER 9, 2013,

WORKING SESSION: 5:00-6:00 P.M.

BOARD MEETING: 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.



## WORKING SESSION

### MINUTES

- I. Call to Order (5:00 p.m.)
- II. Pledge of Allegiance / Roll Call 5 min
- III. Approval of Agenda 5 min
- IV. Central Campus Building Options Discussion and Overall Facility Costs 15 min/30min
- V. Next Strategic Planning Session 5 min
  - a. January 8, 2014, 7:00 p.m.-10:00 p.m., Community Bible Study Building
  - b. Objective 2, Administration Tactics (1, 3, ) Board Tactic (2,4)
  - c. Board lead presenters (Dr. Leland, Mr. Ramsdell)
- VI. Adjournment (Approx. 6:00 p.m.)

No minutes are required for a working session. Approval of working session discussion of the central campus options will be noted in the Board Meeting minutes for December 9, 2013.

# BOARD MEETING

## MINUTES

Presentation/Question Time

- I. Call to Order (6:00 p.m.)
- 6:03 pm the Board meeting was called to order.
- II. Pledge of Allegiance / Roll Call 5 min
- Mr. Carter, Mr. Palmer, Dr. Woody, Dr. Cameron, Dr. Harrington present. Mr. Ramsdell excused. Dr. Leland arrived at 6:43 pm.
  - Mr. Carter chaired the Board meeting until Dr. Leland arrived.
- III. Approval of Agenda 5 min
- There were no changes to the agenda.
- 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)
- Mr. Sean O'Toole addressed the Board in regards to his concern that teachers at TCA, without children attending TCA, are not able to vote per the TCA Bylaws. He is asking the Board to change the bylaws to allow teachers to vote. **Attachment 1** contains his prepared comments.
  - Mr. Matt Brunk addressed the Board in regards to his concern that teachers at TCA, without children attending TCA, are not allowed to vote per the TCA Bylaws. He is asking the Board to change the bylaws to allow teachers to vote. **Attachment 2** contains his prepared comments.
  - Mr. Carter responded that the Board had an option to form a sub-committee to evaluate Mr. O'Toole's request; teacher could be asked to provide input to the committee on their concerns. The issue will be brought up at the January 2014 Board meeting to determine a course of action.
- V. Celebrating TCA 10 min
- The Board recognized Baily Gent (TCA student) and Jenny Mason (TCA Parent) for their efforts in orchestrating the Power and Justice endeavor.
  - Power and Justice is an endeavor aimed at developing a coordinated secondary TCA student led philanthropic plan by identifying/adopting an organization to help each month so as not to duplicate efforts during the year.
  - In October, the TCA National Honors society organized a can drive (raised 2200 lbs of food) to donate to Care and Share.
  - In November, the student council help raise money for Ashes for Beauty an aide organization for women in Uganda.
  - There are already plans to support other local organizations for January, March, and April 2014.
  - The Board took a break at 6:25 pm and reconvened at 6:35 pm.
- VI. Report of the Executive Director & Cabinet Spotlights 10 min / 5 min  
Motion: to receive the report
- Dr. Coulter highlighted the following items form his report:
    - The end of the year request for donations will be sent out next week.
    - The Senate elected Dr. Pam Walker to the 5<sup>th</sup> and final "at large" position on the Senate. She is the North Elementary assistant principal.
    - On January 6, 2014 will hold an evacuation exercise at New Life Church. This is the first time TCA has practiced this type of exercise. Personnel from Academy D20 will also participate in

the exercise. With the events that have occurred during the past year in various schools in Colorado, we felt this is an opportune time to practice our procedures.

- Football and soccer had tremendous seasons as did the performing arts (Choir, Band, Theater, etc.) I want to thank all of our coaches and extracurricular leaders for all of their hard work.
- I will be meeting with Dr. Bolton (PPCC President) to begin reviewing our contract with them.
- Mr. Jolly will be sending out surveys to staff concerning the Mentor program and the Department lead program. As soon as the results are reviewed, we will present them to the Board.
- All of our sports teams (except Football; which will remain 3A) will be moving to 4A next year. We will be in the Colorado Springs Metro League. This should help in reducing our travel costs since a majority of our contests will be in Colorado Springs.
- I want to thank all those who organized Veteran's day. I felt it was a success. We honored nurses and chaplains during WWII that saved lives and souls on and off the battlefield.
- Dr. Woody made the motion to receive the report which was 2<sup>nd</sup> by Dr. Cameron.
- By unanimous voice vote the Board received the report.

VII. Consent Agenda 5 min  
Board Directed items to be removed from Consent Agenda:  
Motion: to accept the Consent Agenda

- A. Minutes: November 11 (Carter, Swanson)
- 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 (VanGambleare)
    - a. August Financials
  - 4. Advancement Update (Laney)
    - a. Annual Giving Update (\$Contributions/% Families)
- Item VII.B.3(a) should read October Financials (Bob will amend and make grammatical changes provided by Dr. Woody)
- One question brought up by the Board concerned the additional funding TCA is considering to be in compliance with state testing requirements. Mr. VanGambleare stated that we are already allocating funds, that were not identified in the budget process since it is a new requirement this year, to meet the states requirements this year. We will be budgeting funds to identify needs next year.
- Dr. Woody moved to accept the Consent Agenda which was 2<sup>nd</sup> by Dr. Cameron.
- Dr. Cameron, Mr. Carter, Dr. Harrington, Dr. Leland, Mr. Palmer, and Dr. Woody unanimously voted (roll call) to accept the Consent Agenda with changes.

VIII. Discussion Agenda Items

- A. Items removed from Consent Agenda
- B. Cabinet Level Reports

i. Parent Survey Questions 10 min / 5min

Action: Dr. Coulter

Motion: 1<sup>st</sup> read

Rationale: to review the questions for the parent survey

- The Senate decided to remove the global questions (5) from their school specific questions because they felt the global questions would be answered from a specific school perspective rather than a perspective representing the school as a whole. Those questions will be incorporated in the seven individual school parent surveys.
- The Senate also felt that with individual school surveys, parents are more likely to complete the surveys since the questions affect the decisions made at their school.
- Dr. Woody pointed out 3 areas that he hoped would be address across campuses (Advancement, Voting, and Bullying).
- This is a first read of the questions and the Board will vote approving them next time.

ii. Common Core Standards Update

20 min / 20 min

Action: Mr. Jolly

Motion: 1<sup>st</sup> Read

Rationale: to recommend a course of action in regards to the Implementation of the Common Core Standards

- The goal was to provide a resolution and point paper to the Board that objectively addresses the affects the common core standards have on TCA's classically aligned philosophy, curriculum, and finances.
- See **Attachment 3** for Mr. Jolly's talking points.
- Mr. Jolly read the entire resolution during the Board meeting. See **Attachment 4** for draft resolution.
- Mr. Carter asked how many organizations were actively seeking to mount challenges against the common core standards. Mr. Jolly replied there are about 10 to 20 schools looking to craft similar resolutions. Douglas County, Ridge View, and James Irwin have already presented Board resolutions that do not support the common core standards.
- Dr. Harrington wanted to remove her name form the report since she had not helped in writing the report.
- Dr. Cameron brought up that the common core are at odds with TCA's foundational beliefs.
- Dr. Harrington was interested in the technology involved in taking the test. The keyboarding skills needed to take the on-line test were more involved than clicking on an answer. It included writing skills, and use of the computer that 3<sup>rd</sup> graders may not be familiar.
- Dr. Woody inquired now that the resolution is complete where does it go from here. The Board tasked the Administration to provide a point paper to discuss how the resolution will be distributed and what actions if given the opportunity, would TCA seek in place of the common core testing. TCA plans to disseminate it to staff, parents, D20, and other interested stakeholders; including posting on TCA web site.
- There will be a cost to TCA to be able to get prepared to take the Colorado standards test this year as well as budgeting for next year to take the PRCC tests.
- TCA would like to take the PRCC test using pencils and paper or take the ACT Aspire test as alternatives to the present testing requirements.
- Dr. Leland intends to hand deliver people and organizations in his sphere of influence.
- Administration will come back in January with a point paper on next steps.\
- This is a first read. The Board will vote on accepting the resolution at the January Board meeting.
- The Board took a break at 7:45 pm and reconvened at 8:00 pm.

iii. Cottage School/College Pathways Activity Participation

10 min / 10 min

Action: Mr. Jolly

Motion: 1<sup>st</sup> Read

Rationale: to clarify the rules associated the participation of TCA's Cottage School and College Pathways students in extracurricular activities.

- See **Attachment 3** for Mr. Jolly's talking points.
- Mr. Jolly reviewed the current extracurricular polices of D20 (which we abide by). He found out that the policies are not exclusive to high school extracurricular activities (not just sports but also band, choir, etc.) but also to junior high.
- Confusion arises whether TCA is a neighborhood school; it is not considered to be a neighborhood school.
- Flow charts for decision making will be included students handbooks.
- The administration views this as an administrative policy rather than a Board policy.
- This is a first read. The Board will vote on the policy at the January 13, 2014 Board meeting.

iv. New Course Approvals

5 min / 10 min

Action: Mr. Jolly

Motion: 1<sup>st</sup> Read

Rationale: to review and approve new courses at the secondary level

- See **Attachment 3** for Mr. Jolly's talking points.

- The question arose whether new classes needed to be approved by the Board and discussed. Based upon the types of courses being requested the Board would like to review all new course offerings but could be included as a consent item rather than a discussion item.
  - The high school is considering adding HS AP Physics 1 and HS AP Physics 2 courses.
  - In addition, the HS plans to add a Health and Wellness Course
    - This course will not include any sex education lessons.
    - It is in line with our core values (mind, body and spirit)
    - This course will help meet state standard requirements.
  - In future reports, the Board would like to see the cost estimates associated with adding classes (FTE, books, materials, etc.)
  - The Board asked what the minimum enrollment for an AP class would be (elective). It would depend on the class but around 13 students.
  - Dr. Cameron asked are there any flow charts that determine whether courses fit TCA's philosophical profile. No, we rely on the filters (teachers, departments, department leads, DAS, etc.) before it reaches the Board.
  - We will put this in the consent agenda for board to approve.
  - Mr. Carter moved to accept the report which was 2<sup>nd</sup> by Dr. Woody.
  - By unanimous voice vote the Board accepted the report.
- v. Central Campus Decision Paper 5 min / 10 min  
 Action: Collins  
 Motion: vote  
 Rationale: to provide direction on options for long term facility requirements to evaluate/cultivate/implement programmatic steps to position TCA to move forward w/Board approval
- Dr. Woody moved the following motion which was 2<sup>nd</sup> by Mr. Carter:
    - Resolved, approve for strategic direction and for capital construction Option #3—“Renovate/Expand” on Springcrest Road for the TCA-Central Elementary Campus. Administration is authorized to explore approaches for the option, real estate circumstances (including sale of Scarborough property), assemble/develop conceptual financial plans, prioritize strategic construction priorities, develop Central Elementary construction concepts and evaluate approaches to be able to return to the Board for any decision to proceed in accordance with TCA Board policy and procedure.
  - The Board by unanimous voice vote approved the motion.

### C. Board Subcommittee Reports

1. Bylaw Update/Review 15 min / 10 min  
 Action: Leland  
 Motion: review for any changes (i.e. voting members)  
 Rationale: to review the TCA Bylaws and update if required
- Dr. Leland acknowledged the need to review the bylaws to determine whether the voting membership in the bylaws needs to be amended to include teachers and staff.
  - The Board will also review the bylaws to determine whether there are any other amendments that need to be updated.
  - Dr. Leland wants to ensure that changes to our Bylaws are in line (timing wise) with those of our charter (which occurs in June of each year).
  - Dr. Leland wants to make a thorough review of the decision by the founders to establish the voting membership as it stands today and suggests that a sub-committee be formed to review and recommend changes to the Bylaws to the Board concerning membership, voting privileges, and any other changes to the Bylaws.
  - Dr. Leland moved to form a sub-committee to include Dr. Leland, Mr. Carter, and Mr. Palmer to review the Bylaws which was 2<sup>nd</sup> by Mr. Carter.
  - By unanimous voice vote the Board approved the formation of the Bylaw sub-committee.

- The first report back to the Board will be at the January 2014 Board meeting.
  - Dr. Coulter wanted to sure the process is expeditious but thoroughly reviewed to include not only teachers but staff as well.
  - Mr. Jolly felt there would a disconnect if students/parents were given the opportunity to rate teachers and teachers were not able to vote for the Board.
2. Executive Director Search Committee Update 10 min / 5 min  
 Action: Cameron  
 Motion: to receive an update on the Executive Director Search  
 Rationale: to review progress on the Executive Director Search Process
    - Dr. Leland requested a motion to have an executive session to discuss matters relating to the Executive Search Process pursuant to which was 2<sup>nd</sup> by Dr. Woody.
    - Dr. Cameron, Mr. Carter, Dr. Harrington, Dr. Leland, Mr. Palmer Dr. Woody voted unanimously (roll call) to move into Executive Session following item C4 on the agenda.
  3. Sub-Committee Review 5 min / 5 min  
 Action: Leland  
 Motion: to receive the report  
 Rationale: to review and amend members of sub-committees and their purpose (i.e. Appreciation Sub-committee; Titan of the Year, etc.)
    - The Board rolled the core values 2 and parent/teacher feedback sub-committees be rolled into the strategic planning sub-committee.
    - Bob will remove old/inactive sub-committees from the list.
    - Bob will remove/update names on the sub-committee list.
    - The Board will further discuss the Appreciation and Culture and Climate committees.
  4. Annual Board Evaluation Results 15 min / 15 min  
 Action: Leland/Swanson  
 Motion: to receive the report  
 Rationale: to present the results of the board evaluation for review
    - The Board will review the results of the evaluation and present an action plan at the January 2014 Board meeting.
    - Dr. Woody moved to receive the report with a 2<sup>nd</sup> by Dr. Harrington.
    - The Board by unanimous voice vote received the report.
  5. Executive Session: At 9:35 pm Mr. Carter moved to move into Executive Session pursuant to C.R.S. 24-6-402(4)(e) determining contract negotiations strategies with regard to executive search which was 2<sup>nd</sup> by Dr. Woody.
    - The Board by unanimous voice vote moved into Executive Session.
    - At 10:00 pm Mr. Carter moved to return to open session 2<sup>nd</sup> by Mr. Palmer.
    - The Board by unanimous voice vote returned to open session and adjourned at 10:01pm.

D. Board Development and Assessment

1. Board Development & Training 10 min  
 Action: Leland
2. Board Communication Planned 5 min  
 Action: Carter  
 Rationale: to develop and approve of communication update to community

E. Future Board Agenda Items 5 min

1. Board Strategic Planning Working Session-February 5, 2013-7:00 pm-Community Bible Study Building
2. Read Aheads for the January 31, 2013 Strategic Planning Meeting are due on Monday, December 2, 2013.
3. Touchstones; March 10, 2014; OC3I

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

Attachments:

- 1) Mr. O'Toole's Written Comments to the Board about Allowing Teachers to Vote in Board Elections

- 2) Mr. Brunk's Written Comments to the Board about Allowing Teachers to Vote in Board Elections
- 3) Mr. Jolly's Written Talking Points for Items VIII.B.ii., VIII.B.iii., and VIII.B.iv.
- 4) Draft Resolution Concerning the Common Core Standards