



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

(OPEN TO THE PUBLIC)

MONDAY, DECEMBER 8, 2014, 6:00-9:30 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.

MINUTES

Presentation/Question Time/Start Time

- I. **Call to Order** (6:00 pm) 1 min (6:00)(6:00)
 - The Board Chair (Dr. Woody) called the meeting to order at 6:00 pm
- II. **Pledge of Allegiance / Roll Call** 5 min (6:01)(6:01)
 - Attendance: The following Board members were present: Mr. Carter (Absent/Excused), Mr. Dubois, Dr. Harrington, Dr. Jennings, Mr. LaValley, Mr. Ramsdell, Dr. Woody, and Dr. Sojourner (non-voting member of the Board).
- III. **Approval of Agenda** 5 min (6:06)(6:02)
 - **Motion: Dr. Harrington moved to approve the agenda with one amendment and was 2nd:**
 - **Remove Item IX.C.4. Board Training Committee Report (Mr. Carter, Chair of Committee not present)**
 - Discussion Topics: None
 - **Vote: By unanimous voice vote, the board approved the Agenda.**
- IV. **Comments from the Audience** (Audience members have 5 minutes to address the Board) 10 min (6:11)(6:04)

(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)

 - There were no comments from the audience
- V. **Celebrating TCA** 10 min (6:21)(6:05)
 - CSP, 6th Grade, Christmas Jar Project
 - It is an honor and privilege to present our character project focused on Generosity. The CSP, 6th Grade has established a 5 year tradition starting in 2009 of making Christmas Jars. This idea stems from Jason Wright's book titled, The Christmas Jars. This is an endearing story of a young family, the Maxwell family, who start saving money in a jar to buy Christmas presents. In the story, 7 year-old Hannah Maxwell, decides to give away her families Christmas Jar (worth over \$800) to a woman she meets crying outside the bank. This act of generosity moves the hearts of the Maxwell family members. Thus, begins the Maxwell family tradition of collecting spare change/coins to fill up Christmas Jars; to give to others in need during the holiday season. In the words of the author, "The jar really isn't about money, but the daily remembrance of sacrifice."
 - Our CSP, 6th Grade class began reading The Christmas Jar in October. We decorated our own Christmas Jars in early November. We began collecting change/coins to fill our jars; with the ultimate goal in mind to give it to someone in need. The project took on a life of its own, and through this project, the 6th grade students found a multitude of ways to –love, respect, and protect others; striving to give their best to the world, in Mind, Body, and Spirit.
 - Below is a list of the CSP, 6th Grade representatives. I am so proud of each of them! They each prepared a brief summary their experience with –The Christmas Jar!
 - Anna Daetz—She collected \$47 by mid-November. She donated it to Samaritans Purse and purchased needed items for children in third world nations (ie. a week of meals, shelter, etc).
 - Brenner Haley—He researched information about Care & Share. He is collecting money \$1 per student to support this cause.
 - Faith Kelly—She collected money to Sponsor a Child through Compassion International. She used her Christmas Jar money to start sponsoring a child; providing food, education, housing, and clothing.

- Matthew Sherman—About a year ago, his parents started supporting children through Hope & Home. He decided to collect money to help this organization that serves misplaced children. He was video recorded bringing in his Christmas Jar to encourage others to give to Hope & Home.

VI. **Board Development (The Learning Myth)**

15 min (6:31)(6:13)

Action: Galvin

- Fixed vs. Growth Mind Set
 - Fixed Mind Set: Implies you are born with preconceived ideas
 - Just knowing something or getting the “right” answer doesn’t stimulate the brain
 - Growth Mind Set: Implies the ability to grow through trial and error (failure)
 - the right answer may not always be achieved but the importance gained through the process to get to an answer is invaluable as long as you can grow from the experience
 - It is difficult to let someone fail
 - It is hard to measure the quality of someone’s effort when the right answer does not materialize at some point
- C3I is reviewing how teachers promote a growth mind set (It will take time to de-condition teachers)

VII. **Report of the President & Cabinet Spotlights**

5 min/5 min (6:46)(6:33)

Motion: (Info)

Rationale: to review progress on President’s Goals and highlight cabinet activities (Ops, Academic Services, and Advancement).

- Highlights included:
 - Veteran’s day assembly: Jim Downey was the guest speaker; oldest survivor of Pearl Harbor at 101 years old. Mr. Downey gave us not only his recollections of Pearl Harbor but also a history lesson.
 - Advancement: We have begun a campaign to have parents contact their friends (other TCA parents) by phone to encourage them to donate to TCA. We are \$113,000 ahead of where we were at this time last year. Parents continue to echo the same themes:
 - Love school
 - Love teachers; teachers sacrifice and care for our children
 - Teaching about character program is important
 - Appreciate how school is run
 - Like how hard we are pushing to get parents to donate
 - CMAS Testing: TCA had a 92.6% assessment rate at our high school
 - Want to recognize Mrs. Hayes and Mrs. Lemmond for earning the ELPS Award

VIII. **Consent Agenda**

5 min (6:56)(6:43)

Board Directed items to be removed from Consent Agenda:

Motion: to accept the Consent Agenda

- **Mr. Ramsdell moved to accept the consent agenda and was 2nd.**
- Discussion Topics: None
- **Vote: By unanimous voice vote, the Board accepted the consent agenda.**

A. Minutes: Nov 10 (Swanson)

B. Written Reports of the Executive Director and Cabinet

1. Human Resources (Schulz)
 - a. Matters Relating to Personnel Action
2. Finance (VanGamble)
 - a. October Financials
 - b. Corporate Authorization Resolution from Integrity Bank and Trust
3. Board Policy Review
 - a. Chief Executive Officer (CBC-TCA)
4. Board Policy Changes (Recommended by the Governance Committee)
 - a. Board Agreement (BC-TCA)
 - b. Board Job Descriptions (BBA-TCA)
 - c. Board Election (BBB-TCA)
5. TCA Legal Council
 - a. Legal Services Update
 - b. Colorado Open Meeting Law (Sunshine Law)
 - c. Board Members Requirement to Sign Board Agreement
6. Bylaw Review
7. Board Election Time Line
8. SAC Meeting Minutes
 - a. Central SAC, 15 Sept 14
 - b. East SAC, 17 Nov 14
 - c. Central SAC, 17 Nov 14

IX. **Discussion Agenda Items**

A. **Items removed from Consent Agenda**

B. **Cabinet Level Reports**

1. **Parent Survey Common School Questions** 5 min/5 min (7:01)(6:45)
 Action: Jolly
 Motion: 1st Read
 Rationale: to review the common school questions on the Parent Survey
- Mr. Jolly explained that there are 6 common questions that will be used across campuses for parents to answer
 - Additionally, like last year, there will be school specific questions
 - The total number of questions will not exceed 15 total questions for any one campus
 - There will be a space after each question for comments
 - Each school will notify their respective parents of the results of the survey and an action plan
2. **New Course Approvals** 5 min/5 min (7:11)(6:56)
 Action: Jolly
 Motion: vote
 Rationale: to review new courses added to the TCA curriculum
- **Motion: Mr. LaValley moved to approve the Sports Business and Digital Photography classes and was 2nd.**
 - Discussion Topics:
 - The Board, as part of its duties, approves courses to ensure they are consistent with Core Values and TCA Curriculum Philosophy, determine additional costs (equipment, extra hiring, enrollment size, etc.)
 - Once courses are approved, they remain in the course descriptions indefinitely. However, this does not mean that they are offered each year.
 - Courses are faculty driven rather than student driven
 - We may need to review our school profile to insure we teach all of the courses that we say we do to ensure we are representing ourselves correctly
 - Should we have economics as a required course?
 - Economics is not a classically recognized Liberal Arts study
 - TCA is not geared for business classes to build upon economics
 - **Vote: By unanimous voice vote the Board approved the Sports Business and Digital Photography classes.**
3. **CMAS Results and Way Forward** 10 min/10 min (7:21)(7:16)
 Action: Jolly
 Motion: (Info)
 Rationale: to review the results of the CMAS tests and discuss the way forward
- Highlights included:
 - History/Scores/Differences (TCAP, CMAS, PARCC)
 - District Comparison
 - TCA is comparable to other Charter School Scores
 - We compare ourselves to Ridgeview Classical charter school (they have the same general philosophy as we do)
 - TCA teaches history rather social studies
 - TCA has the 2nd lowest remediation rate in Colorado (8%), D20 (28%), state (40%)
 - Teachers do not have access to tests to review test questions
 - We will evaluate how we did on the tests and make adjustments where needed
 - Fundamentally, we will not chase test scores if it requires us to alter our teaching philosophy or curriculum
 - Ultimately, we are concerned with what will keep us accredited as a school in Colorado
 - We still teach keyboarding in 5th grade
 - TCA 3rd graders will be able to take math/English tests with paper and pencil
 - As a school, our parents are on board with us; there were no negative e-mails based upon the test scores
4. **2008 Bond Refunding** 5 min/5 min (7:41)(7:46)
 Action: VanGamplere
 Motion 1: Be it resolved that the Board of Directors directs the President to pursue refinancing the 2008 Series A & B Bonds.
- **Motion: Dr. Harrington moved to approve Motion 1 and was 2nd.**
 - Discussion Topics:
 - Rates are favorable
 - There is a movement by S&P to downgrade the charter sector in the future
 - Currently, TCA has a favorable rating
 - TCA needs to look at ways to reduce costs associated with costs of refinancing bonds
 - There are a couple of ways the Board discussed to use the funds
 - Reduce annual debt service by \$100,000 annually until 2038
 - Save money for additional capital improvement projects

- **Vote: By unanimous roll call vote, the Board approve Motion 1 (Mr. Dubois; YEA, Dr. Harrington; YEA, Dr. Jennings; YEA, Mr. LaValley; YEA, Mr. Ramsdell; YEA, Dr. Woody; YEA).**

Motion 2: Be it resolved that the Board of Directors directs the President to engage the Law Office of Dustin R., Sparks, LLC to represent TCA in the bond refinancing transaction.

- **Motion: Mr. LaValley moved to approve Motion 2 and was 2nd.**
- Discussion Topics:
 - Consideration needs to be given to looking at other law offices to represent TCA
 - It would be worthwhile to see what other agencies offer and compare products
 - Based upon the value of comparative shopping, the Board amended Motion 2 to read as follows:
 - Revised Motion 2: Be it resolved that the Board of Directors directs the TCA President, TCA Board Chair, and TCA Board Treasurer to engage attorneys to represent TCA to refinance TCA's 2008 Series A and B Bonds.
- **Revised Motion: Dr. Harrington moved to approve the Revised Motion 2 and was 2nd.**
- **Vote: By unanimous roll call vote, the Board approve Revised Motion 2 (Mr. Dubois; YEA, Dr. Harrington; YEA, Dr. Jennings; YEA, Mr. LaValley; YEA, Mr. Ramsdell; YEA, Dr. Woody; YEA).**

Rationale: to review information to refinance 2008 Bonds

Break

10 min (7:51)(8:27)

C. Board Level Reports

1. **Grant of Authority (GOA) Committee Report** 10 min/5 min (8:01)(8:38)
 Action: Harrington
 Motion: to approve the amended GOA
 Rationale: to review the GOA and make adjustments as required
 - The GOA committee is continuing its review of the GOA.
 - Of particular interest is the ability of the TCA Board/and or the TCA President to engage attorneys on behalf of TCA.
 - Who (what attorney) should represent TCA based on the issue?
 - How quickly is an attorney needed?
 - Should the TCA Board Chair/TCA President be given the GOA to engage an attorney as needed or is that a Board (as a whole decision)?
 - How often should the TCA Board review the attorneys who represent TCA (each year) and what are the attorney's duties?
 - The GOA committee will make revision recommendations to the GOA as soon as possible.
2. **Governance Committee Report** 5 min/5min (8:16)(8:40)
 Action: Woody
 Motion: 1st read Board Meetings (BE-TCA)
 Rationale: to review the progress of the Governance Committee and provide suggested updates to Board policies for approval by the TCA Board
 - The Governance Committee met on Nov 12 and Nov 24.
 - We reviewed the following policies:
 - Board Meeting Policy (BE-TCA)
 - Based upon the context and number of changes the committee is suggesting, we thought the Board should review the changes and recommend any additional changes they feel are appropriate
 - If Board members have any additional changes to make with respect to the Board Meeting Policy, please contact Dr. Woody, Mr. Carter, or Mr. LaValley
 - Board Agreement (BC-TCA)
 - Minor changes were made and the policy was placed in the consent agenda
 - Board Job Descriptions (BBA-TCA)
 - Minor changes were made and the policy was placed in the consent agenda. The Board job descriptions outlined in the Board Bylaws were added as an attachment to the policy.
 - Board Election (BBB-TCA)
 - No changes were made.
3. **Adopt a School Report** 21 min (8:26)(8:43)
 Action: All Board Members (Each Board member has 2-3 minutes for a verbal update)
 Motion: (Info)
 Rationale: to listen to the school observations of Board Members
 - Each Board member was able to visit their assigned schools:
 - Dr. Harrington (HS)
 - Mr. LaValley (North Elem.)
 - Dr. Jennings (CP)

- Mr. Ramsdell (JH)
- Mr. Dubois (Central Elem.)
- Dr. Woody (East Elem.)
- Mr. Carter (CS; will report next month due to his absence)
- Overall General Comments:
 - Our staff is extraordinary.
 - Impressed by knowledge, organizational skills, and caring attitudes of our principals.
 - Each campus has unique needs based upon the campus.
 - We value the care and respect our staff shows towards our students.

4. Board Training and Board Development Committee Report 5 min /5min (8:47)Removed

Action: Carter

Motion: 1st read Board Candidate Search

Rationale: to develop a more systematic way to find candidates for the TCA Board

- Removed from the agenda due to Mr. Carter's absence.

D. Board Communication 5 min (8:57)(8:58)

Board Communication Planned

Action: Carter

Rationale: to develop and approve of communication update to community

- Dr. Sojourner will write the Board communication for this month.
- Topics to consider:
 - Bond Refinancing
 - CSP Celebrate TCA
 - Growth Mind Set

E. Future Board Agenda Items

1. Board Self Evaluation Results-Jan 2015 (Swanson)
2. Student Fee Schedules-Feb 2015 (Board)
3. 990 Review-Feb 2015 (VanGambleare)
4. Board Self Evaluation Action Plan-Feb 2015
5. 1st Read of Strategic Plan-Mar 2015 (Sojourner)
6. Report on the Effects of Increased Class Sizes in K, 1st and 2nd Grade have had on TCA (Jolly)

X. Executive Session (President Evaluation) 20 min (9:02)(9:03)

Pursuant to C.R.S 24-6-402 (4)(f) Personnel matter. (President Evaluation)

- **Motion: Mr. Ramsdell moved to move into executive session to discuss issues Pursuant to C.R.S 24-6-402 (4)(f) Personnel matter. (President Evaluation).**
- Discussion: None
- **Vote: By unanimous voice vote, the Board approve moving into Executive session.**

XI. Adjournment (Approx. 9:30 p.m.) (9:22)(10:22)

- The Board came out of executive session and adjourned the meeting at 10:22 pm.



Chris Carter
TCA Board Secretary