



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS MEETING

### (OPEN TO THE PUBLIC)

MONDAY, JANUARY 11, 2016, 5:30-9:56 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

- |   | Presentation/Question Time/Start Time |
|---|---------------------------------------|
| I. <b>Call to Order</b> (5:30 p.m.)   | 1 min (5:30) (5:35)                   |
| • Mr. LaValley (TCA Board Chair) called the meeting to order at 5:35 p.m.   |                                       |
| II. <b>Pledge of Allegiance/Mission/Roll Call</b>   | 5 min (5:31) (5:36)                   |
| • Roll call: (Mr. Carter; Here // Mr. Dubois; Here // Dr. Harrington; arrived at 5:51 // Dr. Jennings; Here // Mr. LaValley; Here // Mr. Moulton; Here // Mr. Rudder; Here, on the phone)   |                                       |
| III. <b>Approval of Agenda</b>  | 5 min (5:36) (5:37)                   |
| • <b>Motion: Mr. Moulton moved to approve the agenda with the following changes and was 2<sup>nd</sup>:</b>   |                                       |
| o <b>Delete items VIII.B.3. (Endowment) n</b>   |                                       |
| o <b>Add Item VIII.C.4. Bylaw Update Vote on Bylaw Section 2.2 and 9.7</b>  |                                       |
| o <b>Clarification: There are other minor changes included in the votes associated with Items VIII.C.2. and VIII.C.3. that are not mentioned in the general vote description (Secret ballot for Board job elections, changed school address).</b>   |                                       |
| • Discussion: None  |                                       |
| • <b><u>Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)</u></b>   |                                       |
| IV. <b>Executive Session</b>  | 60 min (5:41) (5:38)                  |
| Action: Board   |                                       |
| Motion: to enter Executive Session pursuant to C.R.C. 24-6-402 (4) (b) to discuss a conflict resolution appeal involving confidential student information   |                                       |
| Rationale: provide the Board with the opportunity to review issues associated with an Administrative decision and the resulting conflict resolution procedure   |                                       |
| • <b>Motion: Dr. Jennings moved to enter Executive Session pursuant to C.R.C. 24-6-402 (4) (b) to discuss a conflict resolution appeal involving confidential student information and was 2<sup>nd</sup> (participants included Parents, Principal, TCA Legal Counsel, President, Board).</b> |                                       |
| • Discussion: None  |                                       |
| • <b><u>Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Absent // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)</u></b>   |                                       |
| V. <b>Board Action Pertaining to Executive Session</b>  | 5 min (6:41) (6:45)                   |
| Action: Board   |                                       |
| Motion: (Vote) on whether or not to uphold or overturn the Administration's conflict resolution decision  |                                       |
| Rationale: opportunity for the Board to provide closure based upon Executive Session findings in accordance with the conflict resolution process  |                                       |
| • <b>Motion: Mr. Carter moved to uphold the Administration's conflict resolution decision and was 2<sup>nd</sup>.</b>   |                                       |

- Discussion: Mr. Carter thanked all the parties involved for their hard work and due diligence. It was a difficult decision to make.
  - **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea**
- VI. **Comments from the Audience** (Audience members have 5 minutes to address the Board) 5 min (6:46) (6:47)  
(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)
- None
- VII. **Celebrate TCA (Cottage School Program Community Out Reach)** 10 min (6:51) (6:48)  
Action: (Harris)  
Motion: (info)  
Rationale: to highlight accomplishments of TCA students, staff, or parents
- We celebrated philanthropic projects in which the Cottage School participated in December. Susan Nosal, CSP Principal, shared about first, third, fourth, and fifth grade students writing to military soldiers serving our country overseas. The students also sent the soldiers packages of school supplies to distribute to an orphanage in Kabul. We love hearing examples of our students living out TCA's Creed, "Striving to be our best, do our best, and give our best to the world..."
- VIII. **Review and Approve TCA Building Corp Directors** 5 min/5 min (7:01) (6:55)  
Action: The Board  
Motion: (Vote) to approve the Building Corp. Board of Directors  
Rationale: for Board Members to approve the TCA Building Corp Directors
- **Mr. Moulton moved to approve the Building Corp. Board of Directors and was 2<sup>nd</sup>.**
  - Discussion: None
  - **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea**
- IX. **Comments from the Board of Directors** 5 min (7:11) (6:56)
- The Board sends its well wishes to Evo (TCA Custodian) to get well soon from his recent stroke.
- X. **Board Development (Social Media and the First Amendment; Student Usage)** 10 min (7:16) (6:58)  
Action: Miller  
Motion: (Info)  
Rationale: to inform the Board on legislative issues facing state representatives
- Mr. Miller discussed with the Board the difficulties of adjudicating social media incidents
  - He provided the Board with scenarios that highlighted the following issues:
    - Jurisdiction
    - 1<sup>st</sup> Amendment concerns
    - On or off school property
    - Disruption of school environment
    - Search of cell phones or computer equipment
- XI. **Report of the President & Cabinet Spotlights** 5 min/10 min (7:26) (7:10)  
Action: Sojourner  
Motion: (Info)  
Rationale: to highlight cabinet activities (Pres., Ops, Academic Services, and Advancement).
- Dr. Sojourner highlighted three items from his report:
    - The DO and CFO are both on District 20's Growth Committee in association with the needs of the upcoming D20 Bond initiative
      - 26 Jan 16 Mr. Tubb will present TCA's needs to a committee of 40 representatives (teachers, students, administration, parents)
      - This is the first step in the process of determining the needs of the entire district
    - The State (Colorado) switch from ACT to SAT for determining entrance to State schools
      - Parents are concerned where this is leading since the SAT is aligned with the PARCC Common Core Standards
      - Mr. Jolly added that 2016 will be the last year 11<sup>th</sup> graders take the ACT
      - The State will pay for 10<sup>th</sup> graders to take the PSAT; 10<sup>th</sup> graders are scheduled to take the PSAT in the spring
    - Underscored the tremendous help the student support staff was in helping students and families through the sudden death of a TCA student
- XII. **Consent Agenda** 5 min (7:41) (7:20)  
Board Directed items to be removed from Consent Agenda:  
Motion: to accept the Consent Agenda (vote)
- A. Minutes: 14 December 2015 (Swanson)
  - B. Written Reports of the President and Cabinet
    1. Human Resources (Schulz)
      - a. Matters Relating to Personnel Action

2. Finance (VanGambleare)
  - a. November Financials
- C. SAC Meeting Minutes
  1. Junior High, Nov 12, 2015
    - **Motion: Mr. Carter moved to approve the consent agenda and was 2<sup>nd</sup>.**
    - Discussion: None
    - **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

**BREAK**

10 min (7:46) (7:21)

**XIII. Discussion Agenda Items**

**A. Items removed from Consent Agenda**

**B. Cabinet Level Reports**

**1. Operations Capital Construction Report (Monthly) 10 min/5 min (7:56) (7:34)**

Action: Tubb

Motion: (Info)

Rationale: to review progress on all TCA capital construction projects

- The GMP (Guaranteed Maximum Price) will be determined at the end of January
- We are looking at upgrading all of the Central Campus cabinets and sinks at an estimated cost of \$92,000
  - However, there is a process that transforms the current cabinets into brand new ones at a cost of approximately \$30,000
- With this cost savings we will be able to add a perimeter road (paved with asphalt millings) around the school to aid in the car pool
- We received the baseball/softball score board for free from Focus On the Family (estimated cost is \$20,000)
- East playground is completed; Mr. Moulton was at the grand opening ceremony
- PPCC approved of our plan to situate the CP portable onto our grounds
- The Board was interested in the Administration developing spreadsheets (data, information, etc.) that indicates a baseline for projects based upon agreed scopes, timelines, and costs, how well TCA is doing in relation to keeping costs down, being on time, limited scope increase (mission creep)

**2. Endowment: Discussion and Vote to Eliminate the Requirement to Allocate 10% From all Donations to the Endowment 5 min/5 min (8:11) (7:54)**

Action: Sojourner

Motion: (Vote) BE IT RESOLVED, that as of January 1, 2016, the President will discontinue contributing to the Endowment 10% of all donations and fundraisers netting \$500 or more.

Rationale: to evaluate the current use endowment funds

- **Motion: Dr. Jennings moved that as of January 1, 2016, the President will discontinue contributing to the Endowment 10% of all donations and fundraisers netting \$500 or more.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Yea // Dr. Jennings; Yea // Mr. LaValley; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

**3. Endowment: Restructure the Endowment 5 min/10 min (8:21) (7:57)**

Action: Sojourner

Motion: (Vote) BE IT RESOLVED, that the President will transfer any and all monies in the Endowment to a new fund, committed to Board control and future Board designation of use, and that donors who designated monies to the Endowment be contacted about a re-designation of the funds.

Rationale: to determine if the current structure of the endowment is beneficial to TCA

- Removed from the agenda

**4. School Calendar Review/Approval 5 min/5 min (8:36) (7:57)**

Action: (Jolly)

Motion: (Vote) to approve the 2016-17 School Calendars and preliminarily approve the 2017-2018 School Calendars

Rationale: to review the school calendars for the next two years

- Motion: Mr. Carter moved to approve the 2016-17 School Calendars and preliminarily approve the 2017-2018 School Calendars
- Discussion:
  - Mr. Jolly highlighted the following items:
    - 2016-2017 Calendar meets all of the requirements of the Calendar Policy



4. Bylaw Update/Review Sections 2.2, 9.7, and other minor changes (to include changed address of TCA, secret ballot for Board job elections) not mentioned in the above votes.

Action: LaValley

Motion: (Vote) to approve changes to Section 2.2, 9.7 and other minor changes of the Bylaws

Rationale: to discuss/review/vote on changes to the TCA Bylaws

- **Motion: Mr. LaValley moved to approve the changes to Section 2.2, 9.7 and other minor changes not noted in the first two votes**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Yea // Dr. Jennings; Yea // Mr. LaValley: Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

5. **Determine Action Items from Board Self Evaluation**

5 min/5 min (9:21) (8:21)

Action: LaValley

Motion: (Info)

Rationale: to develop an action plan based upon the results of the Board's Self Evaluation

- Mr. LaValley presented a draft action plan to the Board based upon the results of the Board's Self Evaluation for the Board to review and make suggestions before the next Board meeting

D. **Board Communication**

5 min (9:31) (8:23)

Action: Secretary

Rationale: to develop and approve of communication update to community

- Cottage School Reach Out to Military Program
- TCA Board Elections
- Approval of next years calendars

E. **Future Board Agenda Items**

5 min (9:36) (8:25)

1. Capital Construction Schedule/Budget/Scope (Vote), Feb, Tubb
2. President's Response to End of Year Evaluation, Feb, Sojourner
3. Quarterly Financial Report, Feb, VanGampleare
4. Announce Board of Director Candidates, Feb, LaValley
5. Curriculum Review/Text Review Elementary, Feb, Jolly
6. Board Budget for Next Year, Feb, Moulton
7. Endowment Review, Feb, Sojourner
8. Capital Construction and Capital Infrastructure List, Feb, Tubb
9. State Assessment Report, Feb, Jolly
10. Conflict Resolution Policy, Feb, Sojourner
11. Review 990, Feb, FAC/VanGampleare
12. Selection of an Auditor, Mar, VanGampleare
13. Evaluation of TCA President Policy Review, Mar, Governance Committee

F. **Executive Session**

15 min (9:41) (8:25)

Action: LaValley

Motion: to move into executive session pursuant to C.R.S. 24-6-402 (4)(f) personnel matters, President's End of Year Evaluation

Rationale: to give the TCA President his Year End Evaluation

- **Motion: Dr. Jennings moved to move into executive session pursuant to C.R.S. 24-6-402 (4)(f) personnel matters, President's End of Year Evaluation and was 2<sup>nd</sup> (participants included Board and President)**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Yea // Dr. Jennings; Yea // Mr. LaValley: Yea // Mr. Moulton; Yea // Mr. Rudder; Yea, left conversation at 8:28)**

XIV. **Adjournment** (Approx. 9:56 p.m.)

(9:56) (8:50)

- **Motion: Dr. Jennings moved to adjourn the meeting and was 2<sup>nd</sup>.**
- Discussion: None
- **Vote: By a roll call vote of 6-0-1 the Board approved the motion. (Mr. Carter; Yea // Mr. Dubois; Yea // Dr. Harrington; Yea // Dr. Jennings; Yea // Mr. LaValley: Yea // Mr. Moulton; Yea // Mr. Rudder; left conversation at 8:28)**



Chris Carter  
TCA Secretary