



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS MEETING

### (OPEN TO THE PUBLIC)

MONDAY, JUNE 8, 2020, 6:00-9:19 P.M.

LOCATION — VIRTUAL/REMOTE MEETING - OPEN TO THE PUBLIC

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.



**NOTE: The TCA Community may watch the Special TCA Board Meeting by accessing TCA's YouTube link <https://www.youtube.com/channel/UCjLU7ocFQ1gy7czWYfGk8qg> when the meeting starts at 6:00 p.m.**

## MINUTES

	Discussion/Start Time
<b>I. Call to Order</b>	1 min (6:00) (6:05)
<ul style="list-style-type: none"><li>The Chair (Mr. Moulton) called the meeting to order at 6:05 pm</li></ul>	
<b>II. Pledge of Allegiance/Mission/Roll Call</b>	2 min (6:01) (6:07)
<ul style="list-style-type: none"><li><b>Roll call: (Dr. Andre; Here // Mr. Bennett; Here // Mrs. Goin; Here // Mr. Hannan; Here // Ms. Littleton; Here // Mr. Moulton; Here // Mr. Rudder; Here) A quorum was present.</b></li></ul>	
<b>III. Approval of Agenda</b>	2 min (6:03) (6:08)
<ul style="list-style-type: none"><li><b>Motion: Mr. Bennett moved to approve the agenda and was seconded.</b></li><li>Discussion: None</li><li><b><u>Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)</u></b></li></ul>	
<b>IV. Comments from the Board of Directors</b>	5 min (6:05) (6:09)
<ul style="list-style-type: none"><li>Mr. Hannan: Mr. Hannan/Jason Gingrich/Central community gave Coach Kuyper new landscaping.<ul style="list-style-type: none"><li>To recognize her selfless service to the Central Community</li></ul></li><li>Mrs. Goin: Shout out to principals/teaches for making graduations as personable as possible (drive through graduation)</li><li>Mr. Moulton: Thank you to Mr. Shields for outstanding graduation. There was great joy and excitement.</li><li>Mr. Bennett: Graduation turned into a great celebration involving both students and parents.</li></ul>	
<b>V. Board Development (Public Education Re-opening Plans)</b>	20 min (6:10) (6:14)
Action: (Miller)	
Motion: (Info)	
Rationale: to discuss legal options and duties in light of the pandemic and related state and other authorities	
<ul style="list-style-type: none"><li><b>Motion: Mrs. Goin moved that that the Administration provide a Back to School Plan to the Board addressing Covid-19 directives.</b></li><li>Discussion:<ul style="list-style-type: none"><li>Mr. Miller highlighted the following items from his report:<ul style="list-style-type: none"><li>Gov. Polis is signaling that he wants schools to open in the fall<ul style="list-style-type: none"><li>Children back in school</li><li>Need to have an option for at home learning</li></ul></li><li>Develop plans for return to school that address Covid-19 restrictions<ul style="list-style-type: none"><li>Gov., CDE, District, etc. still developing guidelines for going back to school</li></ul></li><li>Given the opportunity to apply for variances, discuss with ASD20 what could be mutually beneficial</li></ul></li></ul></li><li><b><u>Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)</u></b></li></ul>	

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

Action (Sojourner)

Motion: (Info)

Rationale: to highlight events occurring at TCA and to report on cabinet activities (Pres., Ops, Academic Services, HR, and Advancement)

- Dr. Sojourner highlighted the following from his report:
  - Graduations
    - Many thanks to Mr. Shields and Mr. Peterson for their hard work in making high school graduation this year meaningful to our seniors in the midst of the Covid-19 outbreak
  - Budget
    - Due to the Covid-19 outbreak it is estimated that PPR will be cut by 5%
    - It is expected the drop in PPR for the year after next will be greater
  - Advancement
    - We want to thank our parent community for their giving during the Covid-19 outbreak knowing that this is not an easy time for businesses
    - The month of May was the highest giving and families ever for May
    - Focus of donations will be for returning bonuses for teachers, classroom needs, and Covid-19 selected expenses
  - Parent Communication
    - Optimistic that school will start in classrooms next year
      - We will have an at home learning option for students
      - Must be flexible; may need to shut down the whole school and return to at home learning
    - Important to get parent input to back to school plan; questionnaire, virtual town hall, communication as necessary to keep parents informed

**VII. Consent Agenda**

2 min (7:00) (7:56)

Board Directed items to be removed from Consent Agenda:

Motion: (Vote) to approve/file the Consent Agenda

A. Finance

1. April Financials (VanGambleare)
2. Review Form 990 (VanGambleare)

B. Board Policies

1. Board Agreement
2. Advancement Philosophy
3. Board Committees
4. Board Job Description

- **Motion: Mrs. Goin moved to approve the Consent Agenda and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

**VIII. May 11, 2020 Board Meeting Minutes**

2 min (7:02) (7:57)

Action: (Swanson)

Motion: (Vote) to approve the minutes from the May 11, 2020 Board meeting

Rationale: to review and approve the minutes

- **Motion: Mrs. Goin moved to approve the May 11, 2020 minutes and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

**IX. Discussion Agenda Items**

A. Items removed from Consent Agenda

B. Cabinet Level Reports

1. Budget Approval for 2020-2021

10 min (7:04) (7:58)

Action: (VanGambleare)

Motion: (Vote) to approve the 2020-2021 TCA Budget

Rationale: to review and approve the budget for the next FY

- **Motion: Mr. Bennett moved to approve the 2020-2021 budget and was seconded.**
- Discussion:
  - Mr. VanGambleare presented an amended budget reflecting a greater than anticipated reduction in PPR due to the Covid-19 outbreak; 5% reduction
  - The budget will include funds for capital construction projects at the North Campus
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

2. Annual Charter Contract Review

10 min (7:14) (8:03)

Action: (Coles)

Motion: (Vote) to approve changes made to the 2020-2021 Charter Contract between TCA and ASD20

Rationale: to annually review and approve changes to the Charter Contract between TCA and ASD20

- **Motion: Mr. Bennett moved to approve the 2020-2021 Charter Contract between TCA and ASD20 and was seconded.**
- Discussion:
  - Mr. Coles presented the Charter Agreement with no major changes
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

**3. Operations Capital Construction Report (Monthly) 10 min (7:24) (8:05)**

Action: (Coles/Pacht)

Motion: (Information)

Rationale: to provide the Board with a construction project update

- Capital construction projects continue to progress on time and within budget
- The turf field was completed early; only awaiting delivery of goal posts

**4. Annual Character Report 15 min (7:34) (8:08)**

Action: (Jolly)

Motion: (Information)

Rationale: to review the results of the character survey

- Mr. Jolly, Director of Academic Services, reported on the character education program at TCA
- Character remains one of the “best things about TCA” as reported through our Annual Parent Survey
- Mr. Jolly presented 12 measurable areas that indicate our K-12 efforts are effective at helping develop exemplary citizens with virtuous character
  - A majority of the reported areas reached or matched all-time highs

**C. Board Level Reports**

**1. Annual Board Self Evaluation Action Item Plan 5 min (7:49) (8:25)**

Action: (Moulton)

Motion: (Discussion)

Rationale: to review the results of the Board Self Evaluation

- The TCA Board agreed to look carefully at the following goals for next year:
  - Visiting schools more often
  - Searching for Board candidates
  - Continue to value thinking independently
  - Working with the TCA President to discern between “How well” vs “How will” completed

**2. Confirm July Working Session Agenda 5 min (7:54) (8:32)**

Action: (Moulton)

Motion: (Discussion)

Rationale: to confirm topics to be discussed at the Board Working Session in July

- The Board reviewed and concurred with the July Working Session Agenda

**3. Training Committee Annual Report 5 min (7:59) (8:36)**

Action: (Rudder)

Motion: (Info)

Rationale: to review actions of the training committee

- Mr. Rudder highlighted the following from his report:
  - Due to Covid-19 meetings have been done via Zoom
  - Training for new Board Members is progressing as normal and emphasizing what it means to be a good Board member
  - One of the most important topics we have been discussing is the separation of roles and responsibilities between the Board and the TCA President

**4. Appreciation Committee Annual Report 5 min (8:04) (8:37)**

Action: (Littleton)

Motion: (Info)

Rationale: to review teacher appreciation activities at TCA

- Ms. Littleton highlighted the following from her report:
  - Congratulating the parents and principals for continuing to appreciate our teachers in unique ways that are meaningful to teachers at their respective schools
  - It was unfortunate that Covid-19 took away a third of the year that we could not appreciate our teachers in a more warming manner

**5. Adopt a School Board Assignments 5 min (8:09) (8:40)**

Action: (Moulton)

Motion: (Vote) to approve Board adopt a school assignments

Rationale: to assign Board members a TCA school to follow

- **Motion: Ms. Littleton moved to approve Board Adopt a School Assignments and was seconded.**
- Discussion:
  - Board Members choose schools in an effort to remain connected with the TCA community and build an appreciation for the variety of events, programs, and accomplishments that each of our seven schools provide
    - Next year, TCA Board Members have chosen the following schools to connect with:
    - College Pathways – Rob Moulton
    - Cottage School – James Fradette
    - Central Elementary – Terence Andre
    - East Elementary – Teri Goin
    - North Elementary – Jeff Rudder
    - Junior High School – Tim Hannan
    - High School – Mark Mayfield
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

- 6. Board Survey** 15 min (8:14) (8:44)  
 Action: (Moulton/Goin)  
 Motion: (Discussion)  
 Rationale: to discuss the option, content and method of sending a parent survey regarding expectations for fall learning plans
- The Board discussed sending out a survey to the community to get their thoughts on the following:
    - At home learning
    - In person learning
    - Coming back to school
  - The survey should only be about 3-5 questions
  - A FAQ's page would be helpful

- D. Board Communication** 5 min (8:29) (9:30)  
 Action: Secretary  
 Rationale: to develop and approve of communication update to community and to update the Board on e-mail traffic and distribution
- Graduation
  - PPR Cuts/Fundraising
  - Adopt a School
  - Character Survey
  - Fall Work

- E. Future Board Agenda Items** 5 min (8:34) (9:33)
1. Quarterly FAC Report, Aug, Info, Goin/VanGambleare
  2. Annual Meeting (Seat New Board Members, Board Officer Elections, Board Picture), Aug, Vote, Moulton
  3. Hail and Farewell to Board Members, Aug, Info, Moulton
  4. Charter Review(Signed Copy), Aug, Info (Consent), Coles
  5. Strategic Plan Annual Review, Aug, Vote, Moulton
  6. Board Agreement/Conflict of Interest Disclosure/Executive Session Confidentiality Statement, Aug, Sign, Moulton
  7. Board/President Goals Determined, Aug, Vote, Moulton
  8. President Designates 2 Emergency Replacements, Aug, Info, Sojourner
  9. Board Committee/Chair Assignments, Aug, Info, Moulton
  10. Annual Advancement and Stewardship Report, Aug, Info, Simpson

- F. Closing Comments from the Board** 5 min (8:39) (9:34)
- Mr. Hannan: Reminded the Board he would show pictures of landscaping after the Board meeting on his screen.
  - Ms. Littleton: Thank the TCA staff. Wished them a refreshing and rejuvenating summer to overcome challenges when they return.
  - Mr. Rudder: Reminded Dr. Sojourner that Custer State Park is a great vacation spot in South Dakota

- G. Executive Session** 30 min (8:44) (9:35)  
 Action: (Moulton)  
 Motion: (Vote) to move into executive session pursuant to C.R.S. 24-6-402 (4)(f) TCA President annual feedback  
 Rationale: to provide TCA President with annual feedback from the TCA Board

- **Motion: Ms. Littleton moved to move into executive session pursuant to C.R.S. 24-6-402 (4)(f) TCA President annual feedback with Dr. Sojourner**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

**H. TCA Board Approval of TCA President Pay and Benefits** 5 min (9:14) (10:30)

Action: (Moulton)

Motion: (Vote) to approve the TCA President's pay and benefits for 2020-2021

Rationale: to complete the TCA President's annual feedback and approve the President's Pay and benefits for next year

- **Motion: Mr. Moulton moved to approve the TCA President's pay and benefits for 2020-21**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

**X. Adjournment** (Approx. 9:19 p.m.) (9:19) (10:31)

- **Motion: Mr. Moulton moved to approve the TCA President's pay and benefits for 2020-21**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Dr. Andre; Yea // Mr. Bennett; Yea // Mrs. Goin; Yea // Mr. Hannan; Yea // Ms. Littleton; Yea // Mr. Moulton; Yea // Mr. Rudder; Yea)**

Rich Bennett  
TCA Board Secretary