



# THE CLASSICAL ACADEMY

## BOARD OF DIRECTORS MEETING

### (OPEN TO THE PUBLIC)

DATE: MONDAY, APRIL 10, 2023, 6:00-8:55 P.M.

LOCATION: NORTH CAMPUS – SECONDARY SCHOOL, 1<sup>ST</sup> FLOOR, ROOM 1102

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

|  | Allocated Time/Start Time |
|--|---------------------------|
| <b>I. Call to Order (6:00 pm)</b>  | 1 min (6:00) (6:00)       |
| <ul style="list-style-type: none"><li>The Board Chair (Mr. Fradette) called the meeting to order at 6:00</li></ul>   |                           |
| <b>II. Pledge of Allegiance/Mission/Roll Call</b>  | 2 min (6:01) (6:01)       |
| <ul style="list-style-type: none"><li><b>Roll call: (Mr. Collins; Here // Mr. Fradette; Here // Mr. Hannan; Here // Mrs. Hawkins; Here (on the phone) // Mrs. Johnson; Here // Mr. Palmer; Here // Mrs. Wittleder; Here). A quorum was present.</b></li></ul>  |                           |
| <b>III. Approval of Agenda</b>   | 2 min (6:03) (6:02)       |
| <ul style="list-style-type: none"><li><b>Motion: Mr. Hannan 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. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)</u></b></li></ul>  |                           |
| <b>IV. TCA Board Election Results</b>  | 5 min (6:05) (6:03)       |
| Action: (Weston)<br>Motion: (Info)<br>Rationale: to announce the results of the TCA Board Election   |                           |
| <ul style="list-style-type: none"><li>Mr. Weston Announced the results of the Board Election<ul style="list-style-type: none"><li>Mr. James Fradette was re-elected and Mr. Steve Young was elected to a first term</li><li>Both candidates thanked the TCA community for their support and look forward to serving the TCA community for the next 3 years</li></ul></li></ul>   |                           |
| <b>V. TCA President Finalists Announced</b>  | 5 min (6:10) (6:12)       |
| Action: (Fradette)<br>Motion: (Info)<br>Rationale: to announce the finalist of the President search  |                           |
| <ul style="list-style-type: none"><li>The Election Committee presented the Board with two finalists:<ul style="list-style-type: none"><li>Dr. Chris LeLand</li><li>Dr. Robert Thomason</li></ul></li><li>The TCA community is welcome to attend the finalists' presentations on Saturday, April 15, 2023 in the Brown Center at the North Campus.</li><li>The Board will announce the next TCA President at the April 24, 2023 Special Board Meeting.</li></ul>                      |                           |
| <b>VI. Celebrate TCA (CSP Titan Buddies)</b>   | 5 min (6:15) (6:15)       |
| Action: (Harris)<br>Motion: (Info)<br>Rationale: to highlight accomplishments of TCA students, staff, and parents  |                           |
| <ul style="list-style-type: none"><li>We celebrated the Cottage School Program's Titan Buddies Program.</li><li>This year in CSP, the program has provided the upper elementary students an opportunity to partner with the lower elementary students building mentor-like relationships throughout the year.</li><li>Some of the activities the students shared were reading to one another, playing games, and getting to know one another better through conversations.</li></ul> |                           |
| <b>VII. Comments from the Audience</b> (Audience members have 3 minutes to address the Board)  | 10 min (6:20) (6:20)      |
| (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

**VIII. Comments from the Board of Directors**

10 min (6:30) (6:21)

- Mrs. Wittleder: Congratulations to Mr. Fradette and Mr. Young as our newly elected Board Directors; there is a lot to do this week as we get ready to select a new TCA President and complete the Digital Health policy
- Mr. Palmer: I want to thank Mr. Jolly and Dr. Sojourner for their hard work on the Digital Health Committee; We have had cordial dialogue with students, teachers, and parents during the course of our feedback collection efforts
- Mrs. Johnson: I want to thank Mr. Weston for his words of wisdom and caution about our past Board election; Congratulations to Mr. Fradette and Mr. Young as our two elected Board Directors
- Mr. Fradette: I enjoy discussions that get to the root of the challenges facing the Board; It will be interesting to discuss how politics may affect school governance in the future; It is important to adhere to our Mission, Core Values, and Board Agreement as we progress into the future.
- Mr. Collins: Congratulations to Mr. Fradette and Mr. Young as our two Board Directors Elect; Thank you for wanting to serve TCA; I am also very impressed by the quality of the read aheads
- Mrs. Hawkins: Congratulations to Mr. Fradette and Mr. Young for being elected to the Board; I also want to thank the other candidates for considering to run for the Board; I look forward to other candidates who want to run for the Board next year
- Mr. Young: I look forward to getting to work on the Board

**IX. Board Development (Remembering TCA's Roots/Living Books/Primary Sources)**

15 min (6:40) (6:29)

Action: (Jolly, Galvin, Walker, Upchurch)

Motion: (Info)

Rationale: reviewing the past 25 years and highlighting what makes TCA unique

- Mrs. Walker and Mr. Galvin discussed the importance selecting living books and primary source documents when developing TCA's curriculum
  - Living books inspire ideas for a love of reading and learning (imagination, originality, humanity, beauty, artful language, deep conversations that give us a better understanding of truth, beauty, and goodness)
  - Primary source documents are important for students to read to fully understand what an author has to say (how historical figures influenced one another and how they influence future thought)

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

15 min (6:55) (6:45)

Action: (Sojourner)

Motion: (Info)

Rationale: to highlight cabinet activities (Pres., Ops, Academics, HR, Finance).

- Dr. Sojourner highlighted the following from his report:
  - The Beyond the Book Club selections for the next year
  - Referencing the DAS report, next year the SAT and PSAT test will only be taken on computer (statute-driven)
  - The state budget is beginning to take shape
    - The School Finance Act determines how much Per Pupil Funding (PPF) will be each year (PPF primarily determines how much TCA can increase staff salaries and bonuses)
    - TCA continues to determine ways to best compensate our staff
      - One challenge we face are our small class sizes; TCA classes that have only 18-20 students brings in considerably less than a classes with 30-35 students (at most other traditional public schools)
      - Another challenge we have are associated with the costs we incur to pay off the bonds we sold to pay for the land and buildings we have purchased

**XI. Consent Agenda**

3 min (7:10) (7:07)

Board Directed items to be removed from Consent Agenda:

Motion: (Vote) to file the Consent Agenda

- A. Finance (VanGambleare)
  - 1. February Financials
  - 2. 5 Year Budget Projection
- B. Board Strategic Calendar
- C. Board Self Evaluation

- **Motion: Mr. Hannan moved to file the consent agenda with the following change and was seconded:**
  - **Mrs. Johnson requested to take the Board Strategic Calendar off the consent agenda for further review.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**

**XII. Minutes: March 13, 2023**

2 min (7:13) (7:08)

Action: (Swanson)

Motion: (Vote) to approve the March 13, 2023 minutes

Rationale: to provide a record of the Board meeting for files

- **Motion: Mr. Hannan moved to approve the March 13, 2023 minutes and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**

Break

10 min (7:15) (7:09)

### XIII. Discussion Agenda Items

#### A. Items removed from Consent Agenda

##### 1. Board Strategic Calendar

(7:21)

- Discussion:
  - Mrs. Johnson requested the Board Strategic Calendar be taken off the consent agenda in case changes needed to be made to the calendar due to changes in election process, digital health changes, change to July offsite date, or Board training initiatives
  - The Board Strategic Calendar will be placed on the consent agenda next month

#### B. Cabinet Level Reports

##### 1. Student Fee Schedule

10 min (7:25) (7:27)

Action: (Jolly, Birkey)

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

Rationale: to review the student fee schedule for 2023-2024 school year

- Mrs. Birkey presented the Student Fee Schedule to the Board
  - TCA's fees are compliant with TCA policies and Colorado State Law
  - Most of the increases to student fees are attributed mainly to rise in inflation
- Principals have worked hard to keep fees as low as possible
- Of note, next year, all student lunches will be free to all students

##### 2. Annual Staff Climate Survey

15 min (7:35) (7:45)

Action: (Schulz)

Motion: (Info)

Rationale: to review results from the annual staff climate survey

- The results of the 2022-2023 Employee Climate Survey were shared by Ms. Marta Schulz, Director of Human Resources.
- The results of the climate survey show that our workplace has returned to pre-pandemic normalcy regarding health and safety.
- Working in education continues to bring significant challenges, yet our staff acknowledge that TCA is a great place to work with excellent co-workers and leadership committed to providing a supportive workplace climate.
- We remain committed to celebrating the many positives of our workplace climate and focusing on the specified areas needing improvement.
- Individual Principals and Directors will be sharing the results with their staff for positive reflection while developing plans for improvement where necessary.

##### 3. Curriculum Review/Textbook Review (Secondary) World Languages

5 min (7:50) (8:28)

Action: (Jolly, Galvin)

Motion: (Vote) to approve the recommendations for the secondary world language review

Rationale: to review and approve secondary curriculum/textbook changes for world languages

- **Motion: Mr. Hannan moved to approve the recommendations for the secondary World Language review and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 6-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Indisposed // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**

#### C. Board Level Reports

##### 1. July 14 Working Session Date/Topics

5 min (7:55) (8:32)

Action: (Fradette)

Motion: (Discussion)

Rationale: to determine possible topics for the July Working Session and to change dates

- Topics for the July 14 offsite meeting include:
  - Board Strategic Plan
  - President's Goals
  - Governance roles and responsibilities
  - Get to know the new TCA President
- Mr. Fradette asked the Board to send him any ideas they may have for topics

##### 2. EAC Update

10 min (8:00) (8:35)

Action: (Hannan)

Motion: (Info)

Rationale: to provide the Board with a legislative update

- The presenter was not able to attend due to a family emergency.
- 3. Board Budget for 2023-2024** 5 min (8:10) (8:36)
- Action: (Hawkins)
- Motion: (Vote) to approve the Board Budget for 2023-2024
- Rationale: to review and approve the Board’s budget for the 2023-2024 school year
- **Motion: Mr. Palmer moved to approve the Board Budget for 2023-2024 and was seconded.**
  - Discussion: Primary changes:
    - Increases to Board Dinner costs due to inflation
    - Costs for a meal with ASD20 Board, Superintendent, TCA Board, and TCA President budgeted
    - Funds allocated for the Board and Cabinet to attend the CLCS conference in 2024
  - **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**
- 4. Approve Next Year’s Board Meeting Schedule** 5 min (8:15) (8:42)
- Action: (Fradette)
- Motion: (Vote) to approve the 2023-2024 Board Meeting Schedule
- Rationale: to review and approve next year’s Board meeting schedule
- **Motion: Mrs. Wittleder moved to approve the 2023-2024 Board Meeting Schedule and was seconded.**
  - Discussion: None
  - **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**
- 5. Digital Health Committee Policy Recommendation** 20 min (8:20) (8:45)
- Action: (Palmer, Wittleder)
- Motion: (1<sup>st</sup> Read)
- Rationale: to review and approve a digital health policy
- The Digital Health Committee presented a draft Policy on Student Use of Cell Phones, along with a detailed presentation of the feedback collected throughout the year.
  - As one source of feedback, the Parent Survey showed that 79% of our community responded yes to the question *Are you Supportive of Providing an Environment Free from Access to Electronic Devices.*
  - Taking into consideration all the feedback received, the committee is recommending a policy seeking to preclude all TCA students from using their cell phones in our buildings during the school day, “bell to bell” (or equivalent).
  - This policy closely mirrors current practice at our junior high, where students are allowed to access their phones on campus before and after school, but not during the school day. Phones must be turned off and put away, and phones cannot be accessed in classrooms, during passing periods, or during on-campus lunch.
  - Similar procedures have been written into the policy that was presented as a “first read” at the meeting, and if adopted in May, will go into effect at the beginning of next school year, at all grade levels, schools, and campuses.
- D. Board Communication** 5 min (8:40) (9:55)
- Action: (Secretary)
- Rationale: to develop and approve of communication update to community
- Celebrate TCA
  - Board Election
  - President Finalists
  - Digital Health Update
  - Staff Survey Results
- E Future Board Agenda Items** 5 min (8:45) (9:56)
1. Student Fee Schedule, Vote, Jolly, May
  2. Auditor Engagement, Info, VanGampleare, May
  3. Quarterly Financial Summary, Info, VanGampleare, May
  4. Current Year Budget Revision, 1<sup>st</sup> Read, VanGampleare, May
  5. Annual Charter Contract Review, 1<sup>st</sup> Read, Pacht, May
  6. Annual Parent Survey Analysis, Info, Jolly, May
  7. Adopt a School Report, Info, Info, Board Directors, May
  8. Review Form 990, Info, VanGampleare, May
  9. Preliminary Budget Review for Next FY, 1<sup>st</sup> Read, VanGampleare, May
  10. Annual Board Evaluation/Results of Annual Eval./Info, Disc., Swanson, May
  11. Board Appointment Policy, Discussion, Board, Fall
- F. Comments from the Board of Directors** 5 min (8:50) (9:57)
- Mr. Fradette thanked the Board for the good discussion at tonight’s meeting.

**XIV. Adjournment** (Approx. (8:55 p.m.)

(8:55) (9:58)

- **Motion: Mr. Palmer moved to adjourn the meeting and was seconded.**
- Discussion: None
- **Vote: By a roll call vote of 7-0 the Board approved the motion. (Mr. Collins; Yea // Mr. Fradette; Yea // Mr. Hannan; Yea // Mrs. Hawkins; Yea // Mrs. Johnson; Yea // Mr. Palmer; Yea // Mrs. Wittleder; Yea)**

Sonya Wittleder  
TCA Board Secretary