



BOARD OF DIRECTORS' MEETING MINUTES



Twin Peaks Charter Academy
340 S. Sunset Street, Longmont, CO 80501

Wednesday, January 2, 2013

TPCA Mission Statement

Twin Peaks Charter Academy provides students with the foundations of virtue and character, building cultural literacy through a rigorous, content-rich curriculum in an encouraging environment.

Our Legacy:

"Academic Excellence"

Administration:

BJ Buchmann, Principal
Danielle Feeney, Asst. Principal
Mic Finn, Dean of Students

Board of Directors:

Robert DuBois, President
Pete Wanninger, Vice President
Nikki Stevenson, Secretary
Don Young, Treasurer
Mark Newson, Member
Kathy DeMatteo, Member
Jim Schauer, Member

1. Executive Session: 6:00 PM

- a. Student 24-6-402 (4) (h)
b. Personnel 24-6-402 (4) (f)
c. Legal 24-6-402 (4) (b)
d. Real Estate 24-6-42 (4) (a)

2. Adjourn Executive Session 6:55 PM

3. Regular Session: 7:00 PM (PUBLIC IS INVITED)

4. Call to Order and Pledge of Allegiance: (7:00) Robert called the meeting to order and led in the Pledge of Allegiance. Members present: Robert DuBois, Nikki Stevenson, Pete Wanninger, Kathy DeMatteo and Don Young. Excused: Jim Schauer and Mark Newson. Staff members present: BJ Buchmann, Principal, Danielle Feeney, Assistant Principal and Mic Finn, Dean of Students. Others present: Shelley Coleman.

5. Amendments to the Agenda: (7:01) Kathy would like to add a Discussion item f. regarding the Leadership Program.

6. Audience Participation: (7:03) First come, first served sign-up. Audience Participation limited to 5 minutes per person. None.

7. Recognition: (7:05) BJ wanted to recognize our custodial staff for their hard work in always having the building ready for staff and students. Mic recognized the PTO's efforts in raising funds for the school and creating new committees to accommodate their fundraising efforts. Danielle congratulated Mr. Allen on becoming a new dad and welcomed back Ms. Copperberg from maternity leave.

8. Administrator's Report: (7:10): BJ suggested a work session and/or upcoming agenda item to discuss the Voluntary Staff Furlough survey. He also mentioned the recent mailer sent to HS parents/guardians regarding options for students to still earn credit on 1st semester courses not passed and noted items of interest from the recent HS staff meeting. Danielle noted items of interest from the K-8 staff meeting including PTO budget and Winter Benchmark Celebration for K-5. Mic noted the security camera installation was completed over break and Western States was successful in finding a ground fault with the fire alarm system. He also mentioned that the building is rented out every night, M-F until the end of May.

9. Approval of Minutes: (7:30) December 5, 2012. Robert made a motion to approve the minutes of December 5th as written. Nikki seconded. Approved 5-0-0.

10. Action Items: (7:35)

First Reading: None.

Second Reading:

a. 12-003 T-IKF - HS Graduation Requirements - Wanninger. Pete made a motion to move to 3rd reading. Robert seconded. Discussion followed. Vote to move to 3rd reading as amended 5-0-0 (roll call vote).

b. 12-007 T-EEA - Student Transportation - Schauer. Robert made a motion to table. Nikki seconded. Vote to table 5-0-0 (roll call vote).

- c. **12-008 T-JJ-E – Student Group/Intramural Participation Code Acknowledgment /Contract – Schauer.** Robert made a motion to table. Nikki seconded. Vote to table 5-0-0 (roll call vote).
- d. **12-012 T-IKA-R3 – Course Credit Application – Schauer.** Robert made a motion to table. Kathy seconded. Vote to table 5-0-0 (roll call vote).
- e. **12-013 – T-GCET/GCFT/GCED – Recruiting and Hiring Practices – Young.** Don made a motion to move to 3rd reading. Kathy seconded. Discussion followed. Vote to move to 3rd reading 5-0-0 (roll call vote).
- f. **12-014 – T-GCB-E-1 – Teacher Salary Schedule – Young.** Don made a motion to table. Robert seconded. Vote to table 5-0-0 (roll call vote).

Third Reading:

- a. **12-011 – Supplemental Budget – Young.** Don made a motion to approve. Kathy seconded. Discussion followed. Vote to approve 5-0-0 (roll call vote).
- b. **12-009 – T-JJIB-R – Athletic Participation Code – Schauer.** Robert made a motion to table. Kathy seconded. Vote to table 5-0-0 (roll call vote).
- c. **12-010 – T-JJJ-R – Extracurricular, Co Curricular and Intramural Activity Eligibility – Schauer.** Robert made a motion to table. Kathy seconded. Vote to table 5-0-0 (roll call vote).

11. Discussion (8:25)

- a. **Five Year Plan – Wanninger.** Pete presented a spreadsheet showing projected enrollment versus student/teacher/admin ratios over the next several years. The Board inquired about the possibility of getting some industry normal ratios for comparison.
- b. **February Board Election – Wanninger.** Pete informed the Board that an announcement for nominations has been included in the Howl and nomination packets are available for distribution. It was noted there are four members up for election this year.
- c. **Marketing Review – DeMatteo.** Kathy discussed the year-to-date expenditures for the Marketing Committee which includes purchases for billboards, web domains and enrollment presentations. The committee has a budget of \$13,000.
- d. **CU Violence Prevention – DuBios.** Danielle informed the Board that TPCA has been approached by the Colorado Shakespeare Festival regarding their touring theater production of The Tempest and anti-violence/bully program. The Board agreed the cost associated with this program is significant and the timing is poor.
- e. **Online Auction Fundraising – DeMatteo.** The Marketing Committee is interested in using Bidding For Good, an online fundraising company that helps organize donations, market events and provides support during the entire fundraising process. Kathy explained that with the help of a strong committee an online auction could raise a substantial amount for TPCA. The Board requested Kathy present a contract and company information for their review.
- f. **Leadership Program – DeMatteo.** Kathy requested additional Board Member presence at the next Leadership Class as she feels there are some prospective candidates to run for election.

12. Board Communication (9:20). Nikki will not be in attendance for the Jan 16th meeting. The Board was reminded that Committee Reports are given at 2nd meeting of each month.

13. Consent (9:25)

- a. Personnel - Tabled
- b. Student - Tabled
- c. Legal – Tabled
- d. Real Estate – Tabled
- e. CU Violence Prevention – Tabled

14. Comments intended to improve the Board meeting. None.

15. Adjourn (9:30) Robert made a motion to adjourn the meeting. Nikki Seconded. 5-0-0.