



BOARD OF DIRECTORS' MEETING MINUTES

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

Wednesday, April 10, 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. Personnel 24-6-402 (4) (f)
- b. Student 24-6-402 (4) (h)
- c. Personnel 24-6-402 (4) (f)

2. Adjourn Executive Session 6:55 PM

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

4. **Call to Order and Pledge of Allegiance: (7:03)** Members present: Robert DuBois, Pete Wanninger, Jim Schauer, Kathy DeMatteo, Don Young, Nikki Stevenson, Mark Newson and Nick Ingegneri (board member elect). Staff members present: BJ Buchmann, Principal, Danielle Feeney, Assistant Principal and Mic Finn, Dean of Students.

5. **Amendments to the Agenda: (7:04)** Robert moved Discussion item b. Summer Construction Budget and Plan to after Recognition. He also added Discussion item c./Consent item d. Unified Improvement Plan and moved it to Administrator's Report.

6. **Audience Participation: (7:05)** First come, first served sign-up. Audience Participation limited to 5 minutes per person. None.

7. **Recognition: (7:06)** BJ recognized Andrea Balster and the TPCA Debate Team who have been selected to debate at the State capital on April 11th. He also recognized Lori West for coordinating the high school shadow day on April 12th. Kathy thanked the Marketing Group for all of their hard work in organizing the upcoming Open House scheduled for April 11th. Danielle thanked Florianne White for donating \$500 to cover the cost of materials for teachers to create crafts from Crackpots for sale at the auction.

8. **Administrator's Report: (7:38)** BJ noted TPCA will host approximately 75 administrators for the District Principal's meeting on April 11th and the Open House for local realtors and daycare providers is also on April 11th.

9. **Approval of Minutes: (8:10) March 13, 2013; March 20, 2013; March 23, 2013; March 27, 2013 and March 29, 2013.** Robert made a motion to approve the minutes of March 13th as written. Pete seconded. Approved 6-0-1. Nikki abstained; Robert made a motion to approve the minutes of March 20th as written. Pete seconded. Approved 7-0-0; Robert made a motion to approve the minutes of March 23rd as written. Pete seconded. Approved 6-0-1. Don abstained; Robert made a motion to approve the minutes of March 27th as amended. Pete seconded. Approved 6-0-1. Nikki abstained; Robert made a motion to approve the minutes of March 29th as written. Jim seconded. Approved 5-0-2. Mark and Don abstained.

10. Action Items: (8:15)

First Reading:

a. **12-031 – T-EHC – Technology, Access and Digital Communication – Wanninger.** Pete made a motion to move to 2nd reading. Robert seconded. Discussion followed. Vote to move to 2nd reading 7-0-0 (roll call vote).

- b. **12-032 – T-EHC-E1 – Responsible Use Guidelines for Technology, Access and Digital Communications (Staff) – Wanninger.** Pete made a motion to move to 2nd reading. Mark seconded. Discussion followed. Vote to move to 2nd reading 7-0-0 (roll call vote).
- c. **12-033 – T-EHC-E2 – Student Responsible Use Guidelines for Technology, Access and Digital Communications – Wanninger.** Pete made a motion to move to 2nd reading. Mark seconded. Discussion followed. Vote to move to 2nd reading 7-0-0 (roll call vote).
- d. **12-034 – T-EHC-R – Terms, Conditions and Responsible Use Guidelines – Wanninger.** Pete made a motion to move to 2nd reading. Robert seconded. Discussion followed. Vote to move to 2nd reading 7-0-0 (roll call vote).
- e. **12-035 – T-IKF-R – Physical Education Credit – Wanninger.** Pete made a motion to move to 2nd reading. Robert seconded. Discussion followed. Vote to move to 2nd reading 7-0-0 (roll call vote).

Second Reading:

- a. **12-022 – T-IC-ICA-E – TPCA 2013-2014 Calendar – DuBois.** Robert made a motion to fast track to policy. Pete seconded. Vote to fast track to policy 7-0-0 (roll call vote). Discussion followed. Vote to move to policy 7-0-0 (roll call vote).
- b. **12-028 – Petty Cash – Young.** Don made a motion to move to 3rd reading. Nikki seconded. Discussion followed. Vote to move to 3rd reading 7-0-0 (roll call vote).

Third Reading:

- a. **12-027 TPCA 2013-2014 Preliminary Budget – Young.** Don made a motion to move to policy as amended. Nikki seconded. Discussion followed. Vote to move to policy as amended 7-0-0 (roll call vote).

11. Discussion: (9:32)

- a. **Open House April 11th – DeMatteo.** Kathy reminded the Board of the open-house for local realtors and daycare providers which is scheduled for April 11th between 4-6pm. The marketing committee has sent out 500 invitations with an objective to educate the community on TPCA. She has coordinated student and teacher volunteers and is requesting Board representation and presence at this event.
- b. **Summer Construction Budget and Plan – Wanninger.** Pete presented the Board with a projected budget for build out and finish of 3 science classrooms upstairs on the east campus and boys/girls locker rooms, showers and bleachers in the high school gymnasium. Pete introduced Jeff Reed, construction manager for this project, to answer any questions. The Board discussed funding and timeframe for completion.
- c. **Unified Improvement Plan – DuBois.** Robert deferred to BJ for discussion. BJ presented the Board with his report of Colorado's Unified Improvement Plan for TPCA for 2012-2013. This report summarizes our school's performance on federal and state accountability measures and details a Performance Plan that needs to be submitted to the Colorado Department of Education. The Board reviewed the report, asked questions accordingly and suggested another proofread by the Accountability Committee before submission.

12. Board Communication (9:38). Robert reminded the Board of the regularly scheduled Board Meeting on April 17th. Nikki noted the Faculty Party scheduled for April 26th and she will not be in attendance at the May 1st Board Meeting. Don inquired as to when Tony Fontan and/or Bill Watkins are planning to meet with Board members regarding the school audit. Pete asked about student enrollment and wondered why we only advertise grades K-11. Mic discussed the off-site evacuation drill which is tentatively scheduled for early May.

13. Consent (9:47)

- a. Student – Tabled
- b. Personnel – Tabled
- c. Summer Construction Budget and Plan – Vote 7-0-0 to proceed as presented.
- d. Unified Improvement Plan – Vote 7-0-0 to proceed with report as presented.

14. Comments intended to improve the Board meeting. None

15. Adjourn (9:50) Robert made a motion to adjourn the meeting. 7-0-0.