

Twin Peaks Charter Academy
340 S. Sunset Street, Longmont, CO 80501
Board of Directors' Meeting Minutes – Thursday, August 18, 2011

1. **Executive Session: 6:00 PM**
 - a. **Student 24-6-402 (4) (h)**
 - b. **Personnel 24-6-402 (4) (f)**
2. **Adjournment 6:55 PM**
3. **Regular Session: 7:00PM (PUBLIC IS INVITED)**
4. **Call to Order and Pledge of Allegiance:** Robert called the meeting to order at 7:01PM. Marge Larsen led the Pledge of Allegiance. Members present: Nikki Stevenson, Mark Newson, Robert DuBois, Wendy Allen, Kathy DeMatteo, Jim Schauer and Don Young. Staff members present: BJ Buchmann, Principal; Danielle Feeney, Assistant Principal; Mic Finn, Dean of Students; and Marge Larsen, Secretary to the Board. Others present: Pete Wanninger, Shelley Coleman, Caroline Allen, and Susan Theiss.
5. **Amendments to the Agenda:** none
6. **Audience Participation:** Shelley Coleman expressed gratitude to the Board and administrators for the high school and thanked Pete and others for their many sleepless nights. Ms. Coleman shared that last spring the 8th graders were given The Book Thief by Markus Zusak to read. She stated that the book was approved by the Board and is not Core Knowledge. Ms. Coleman shared that WW II is a 7th grade curriculum, and that the book is not a part of our cultural literacy. She stated that Zusak is a talented writer but is limited. Shelley shared that the author includes 50 incidents of Biblical references that are used flippantly and over 50 incidents of profanity. She stated that it was difficult to send her daughter to school while the book was being discussed, and told her daughter that she could not participate in discussion in the classroom. Ms. Coleman said that she was told to ignore it and believes that this is counter to the school's mission statement. She shared that we want character in kids and the problem is that we leave morally relevant issues unchallenged. Ms. Coleman asked the Board to please ensure that this school remains loyal to Core Knowledge and that our mission is fulfilled. Danielle Feeney stated that Core Knowledge books always take precedence and that the teachers are not as eager to use this book this year.
7. **Recognition:** BJ shared that he was unable to print out a report. He recognized the TPCA staff in a clean start to Day 1, and that it is an exciting time in the school's history. He recognized Marilyn Putrah, as she has gone beyond what is expected. BJ stated that the numbers remain steady. Mark Newson recognized the success of "Catch the Vision". Discussion followed that due to the full parking lot, future "Catch the Visions" will need to be done differently. BJ shared that there were 1200-1300 people at "Catch the Vision" and here today for the first day of school. The Building Corp, including Both Pete and Chris, were recognized by Wendy Allen for getting the job done to open the high school this fall.
8. **Administrator's Report:** BJ Buchmann shared that there are quite a large number of items to be cleaned up, and he will work with the Building Corp on the punch list. Mic stated that all but one door is not working with the cards.
9. **Treasurers Report:** Don Young referenced the packet – Financials as of June 30th. He indicated that the balances are pre-audit. Don welcomed any questions regarding the financial report. Robert inquired about the 75 days cash. Pete Wanninger stated that he e-mailed Russ to get clarification regarding 75 days income. Don stated that the District audit starts August 25th. Don shared that the first Finance meeting is scheduled for August 24th at 5:30pm in the West Campus Conference Room. Don stated that the meetings will be held the 2nd and 4th Wednesdays of each month.

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10. Committee Reports

- a. Accountability – Mark & BJ stated that the first meeting is scheduled for Tuesday, August 23rd at 7:30 a.m.
- b. Curriculum – Danielle Feeney stated that the first meeting is scheduled for September 1st at 7am, and she will send out the meeting notice. She shared that the first Howl is scheduled to be out Thursday, August 25th.
- c. Faculty – Nikki Stevenson stated that the first meeting is scheduled for September 6th at 7pm.
- d. Finance – Don stated that the meetings will be held on the 2nd and 4th Wednesdays of each month at 5:30pm. He said that the first meeting is scheduled for August 24th.
- e. Marketing – Kathy DeMatteo stated that the first meeting is scheduled for August 25th at 8:30am and the Technology meeting is scheduled for August 24th at 4pm.
- f. PTO – Mic stated that the first meeting is scheduled for August 19th at 8 a.m.

11. Approval of Minutes: July 20, 2011: Robert moved to approve, Mark seconded. No discussion. Approved 7-0-0. Robert called the vote. August 4, 2011: Robert moved to approve minutes, Wendy seconded. Discussion followed whether full names of the voting members should be listed in the minutes (referencing the outcome of the voting of the 8th grade fundraiser on August 4th). Pete stated that we should identify how each Board member voted, and that information needs to be kept public. Everyone agreed to have full names of Board members listed when voting. No further discussion. Approved 7-0-0. Robert called the vote.

12. Action Items:

First Reading
Second Reading
Third Reading

13. Discussion

- a. House Bill 1412 – Young: Don referenced the HB 10-1412 Advisory Committee Report (3 pages). He reviewed the recommendations – Recommendation 2: application process, Recommendation 3: ethical issues, Recommendation 4: non-discrimination. Don shared that the report provided evidence that we may need to do some non-discrimination training, including personnel files. He shared that not much had changed from the preliminary report that he shared a few months ago. He stated that charter schools are relieved of the obligation to transport students, renewal decisions should be made in line with the accountability act and that charter schools should prove themselves before replicating another school.
- b. High School Project – DuBois: Pete Wanninger shared that he is grateful that the building is almost done. He said that there is a fairly long list to follow up on, mainly the key access. He stated that the phones are all working. He said that they are still working on fields, and may have a potential contribution from the District for the fields. He said that we are financially getting down to the end and there will be a slight shortfall. Pete shared that we were \$40,000 under for construction, and will have to see where we are with bond funding. He stated that some things were cut, including bleachers. GTC was a good partner on the team; we won't have the final bill by the next Board meeting. Pete stated that we need to start building and prioritizing the new updated list. He shared that Don Haddad, Rick Ring, and John Creighton were able to tour of the building last week, and were impressed with the building. Pete discussed Wi-Fi access and said he is awaiting a quote. Discussion followed regarding the need to look at space for

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middle school with additional enrollments. Robert shared that the Board is starting their strategic planning process.

- c. Advertising in the School – DeMatteo: Kathy stated that she is working with the company named *Side Effects* to get two basketball scoreboards in the gymnasium. She said that T-KHC addresses the advertising within the school and that the Board has the ultimate decision regarding banners/flyers. Kathy shared that the scoreboards would be surrounded by advertisers (ideal is 5 advertisers), and if we are able to get more from advertisers than what it costs to build the scoreboard, then that money would come back to us. Mic said he has a list of the top twenty industries that *Side Effects* has advertised with in schools. He stated that the Tutoring Club and Postnet may be interested in advertising. Discussion followed regarding types of advertisers, including brainstorming owners of businesses and parents who may want to advertise in addition to those advertisers that they may recommend. Robert said that we should have a revised policy to decide the advertising issue and recommended that it be brought back at first reading from the Marketing Committee. Kathy agreed to bring back at first reading. Mic discussed the consignment sale that was held last spring, and that the text in the agreement with JPF indicates that we agreed to hang a JPF banner at TPCA. Discussion followed; Mic stated he will find an appropriate placement for the banner.
- d. Work Session on 8/25 – DuBois: Robert recommended changing the work session to September 8th at 5:30-7p at IMC. He asked the Board to read the book School Board Fieldbook and look at the first study guide by the work session.
- e. Communication Plan Improvements – DeMatteo: Kathy shared that she is working with the new secretaries to create a pattern and a plan so that parents will know where to look for information. The volunteer coordinator's e-mail will be sent on Tuesdays and will list volunteer opportunities for parents. She stated that the Board committee meetings will also be included in the future, as this is a huge way to increase attendance at meetings. Kathy said that The Howl will continue to be distributed on Thursdays. Through e-mail distribution, it will come across as an open, professionally-looking, color document. She said that the template is already set up, and has an HTML option. Readers will be able to link directly to the TPCA website, including links to new policies and financial statements. She shared that The Howl will still be available for printing. The deadline for submissions to The Howl is Tuesday at noon (two days prior to distribution).

14. Board Communication: Kathy said that she, Pete, and Don will be taking Board training at the District; meets on Fridays once a month starting in September. Shared that there are 15 people in the class.

15. Consent Items:

- a. Student: *tabled*
- b. Personnel – motion to approve PTO policy is in effect. Approved 7-0-0. (Robert called the vote).

16. Adjournment: Wendy moved to adjourn at 8:29PM; Kathy seconded. Approved 7-0-0. (Robert called the vote).