



**BOARD OF DIRECTORS'
MEETING MINUTES
Twin Peaks Charter Academy
West Campus Media Center
340 S. Sunset Street, Longmont, CO 80501
7:00 pm
Thursday, March 6, 2014**

TPCA Mission Statement

Twin Peaks Charter Academy provides students with a rigorous education and 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, Elem. Principal
Mic Finn, Dean of Students

Board of Directors:

Kathy DeMatteo, President
Pete Wanninger, Vice President
Jim Schauer, Secretary
Shelley Coleman, Member
Andrew Howell, Member
Nick Ingegneri, Member

1. **Executive Session: 6:00 PM**
 - a. Personnel 24-6-402 (4)(h)
2. **Executive Session: 6:30 PM**
 - a. Student 24-6-402 (4)(h)
 - b. Personnel 24-6-402 (4)(h)
 - c. Real Estate
3. **Regular Session 7:00 PM (PUBLIC IS INVITED)**
4. **Call to Order and Pledge of Allegiance:** DeMatteo called the meeting to order and lead the Pledge of Allegiance. BOD present: Shelley Coleman, Kathy DeMatteo (Pres), Andrew Howell, Nick Ingegneri, Jim Schauer (Sec), Pete Wanninger (V. Pres). Staff: BJ Buchmann (Dir/MS-HS Principal), Danielle Feeney (Elem Prin.), Mic Finn (Dean of Students), Tracy Volan (Sec to the Board). Others present: Kindal Ellis, Hannah Schauer, Tim Ellis, Lisa Williams, Lisa Barila, Kristen Ellis, Alejandra Hallmark.
5. **Amendments to the Agenda: N/A**
6. **Audience Participation:** Kindal Ellis and Hannah Schauer presented MS/HS petition results regarding the 8th Grade Continuation Ceremony, as a request to keep the ceremony as a Twin Peaks celebration. Parents attending (including Tim Ellis, Lisa Williams, Lisa Barila, Kristen Ellis, and Alejandra Hallmark) also expressed their desire for TPCA to continue the 8th Grade Continuation ceremony, as an opportunity for them to celebrate this accomplishment with their children.
7. **Distribution of Proposed High School Textbooks** Coleman distributed proposed text books for review.
8. **Recognition:** Buchmann recognized Ms Lori West for K-12 student intervention efforts, Beth Witzak and team for silent auction preparations, Mr. Bekins & Mr. Holtz for judging last week's fencing tournament, and the student participants who were fine examples of sportsmanship. He also congratulated the charter members of the Twin Peaks High School National Honor Society (Anne Coleman, Hannah Lynch, Ethan Menzies, Abigail Wanninger, and Evan Young). Feeney recognized Ms. Freemand and Ms. Balster for coordinating a fantastic musical, the Reading Challenge Committee for a very successful program, and the PTO for donation of tables, chairs and computer hub stations. Wanninger & DeMatteo recognized Nelson Miner who was recognized at the recent League of Charter Schools event. DeMatteo recognized Lynn Ingegneri for a fabulous job on the new TPCA website, and the 4 members of the Leadership Class who've completed the course. Lisa Williams recognized audience members for orchestrating "Wolfpack Wednesdays."

9. Administrator's Report:

- a. Director's/MS-HS Principal's Report: Buchmann and Feeney presented the UIP draft, and gave an overview of the process. Wanninger asked for the Accountability Committee to be engaged in the process. Buchmann presented updates on classroom observations conducted, fall enrollment numbers. Asked that the committee responsible for review of Policy T-IIB open it for review, with the Middle School enrollment limits capped at 130 per grade. It was assigned to Faculty Committee. Buchmann introduced a PSAT and PLAN comparison as baseline data for annual review. Reminded all that TCAP testing starts next week, and presented the updated Volunteer Data report.
- b. Facility Report: (Finn) Work continues with the Building Corp. Still waiting on cost estimates from DTC for the security walls. PTO/Safety Committee hope to have safety buckets ready next week. Working on picking a date (possibly April 12 from 9-12) for the Spring Clean Up Day.
- c. Elementary Principal's Report: (Feeney) Presented classroom observations update; expecting to complete 2nd Semester formal reviews before Spring Break. Presented an update from the Interventionists, Writing Team, PBIS, and Trainings. Looking to continue Spanish is easy and fun for another 9 months. In the process of coordinating an after school engineering/lego club with Playwell Teknologies. Coordinating with Longmont Library Spellbinders to extend their oral stories program to 3-5th grade.

10. Approval of Minutes:

- a. BOD Meeting Minutes: Feb 20, 2014. Approved 6-0-0.
- b. BOD Work Session Minutes: Jan 30, 2014. Approved 6-0-0.

11. Action Items:

- a. First Reading:
 - i. 13-024 T-GCB-E-13 Executive Assistant/BOD Secretary Salary Schedule. DeMatteo motioned, Howell seconded. Approved to 2nd Reading: 6-0-0.
 - ii. 13-025 T-DB & DBD TPCA Budget. DeMatteo motioned, Howell seconded. Approved to 2nd Reading: 6-0-0.
- b. Second Reading:
 - i. 13-018 T-GCB-E-14 Maintenance Supervisor. DeMatteo motioned, Howell seconded. Approved 6-0-0.
 - ii. 13-019 T-JQ-E2 Student Fees- Athletics/Activities. DeMatteo motioned, Wanninger seconded. Tabled 6-0-0.
 - iii. 13-020 T-IHBIA-E Full Day Kindergarten Fee Sched. DeMatteo motioned, Ingegneri seconded. Approved 6-0-0.
 - iv. 13-021 T-IHBIA Full Day Kindergarten. DeMatteo motioned, Howell seconded. Approved 6-0-0.
 - v. 13-022 T-JQ-E1 Student Fees – Academic Electives. DeMatteo motioned, Howell seconded. Tabled 6-0-0.
 - vi. 13-023 T-IC-ICA-E School Year/School Calendar. Wanninger motioned to amend to end school on May 22, Howell seconded. Rejected 2-4-0. Howell motioned to move to 3rd reading with minor changes, DeMatteo seconded. Approved 6-0-0.
 - vii. 13-010 T-JICA-R1 Student Dress Code. Wanninger motioned, DeMatteo seconded. Tabled 6-0-0.
- c. Third Reading

12. Discussion:

- a. Proposed HS Textbooks 2014-2015 School Year. Coleman introduced the proposed textbooks. Discussion was held regarding the direction (Algebra vs. Calculus based) for AP Physics. Current approved text is Algebra based, and not due to review for several years. Possible conflict with the published curriculum map. Coleman to investigate with the curriculum committee and determine if any adjustment is needed (to either the course focus or the curriculum map).
- b. Budget/Bonding Status Report and Education. Wanninger presented a summary of the history of TPCA's facilities growth, and reviewed the bonding/financial projections.
- c. BOD Meeting Improvements and Focus. DeMatteo proposed altering the BOD meeting format such that one meeting is for reporting and updates, and the other meeting as a working meeting. The BOD agreed, and will start with the next session as the reporting session.


13. Consent:

- d. Student 24-6-402 (4)(h) *(Tabled)*
- e. Personnel 24-6-402 (4)(h) Exec 1 *(Tabled)*
- f. Personnel 24-6-402 (4)(h) Exec 2 *(Tabled)*
- g. Real Estate *(Tabled)*
- h. Proposed HS Textbooks 2014-2015 School Year
Vote to approve presented textbooks for 30 day review. Coleman motioned, DeMatteo seconded. Approved 6-0-0.
- i. Budget/Bonding Status Report and Education *(no vote needed)*
- j. BOD Meeting Improvements & Focus *(no vote needed)*

14. Board Communication: (DeMatteo) The matter of the Eighth Grade Continuation Ceremony will be brought back to the BOD for a formal discussion.

15. Adjournment: DeMatteo motioned to adjourn. Approved 6-0-0. 9:49PM

Approved:

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Signature

4-10-14
Date