



BOARD OF DIRECTORS'
MEETING MINUTES
Twin Peaks Charter Academy
340 S. Sunset Street, Longmont, CO 80501
Thursday, October 2, 2014 7PM
West Campus Library



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, Director/Principal
Danielle Feeney, Elem. Principal
Teal Maxwell-Richards, Dean of Academics
Doug Bean, Dean of Students

Board of Directors:

Kathy DeMatteo, President
Pete Wanninger, V. Pres.
Jim Schauer, Secretary
Marisa Shrider, Treasurer
Shelley Coleman, Member
Andrew Howell, Member
Randy Welch, Member

1. **Executive Session 1:** 6:00 pm
 - A. Personnel 24-6-402 (4)(f)
2. **Executive Session 2:** 6:15
 - A. Personnel 24-6-402 (4)(f)
 - B. Student 24-6-402 (4)(h)
 - C. Attorney 24-6-402 (4)(b)
3. **Work Session: 6:30 pm (Public is Invited)**
 - A. Book Study: Triple Crown Leadership, Chapt. 5,6 (Shrider) ...*tabled*
4. **Regular Session: 7:00 pm (PUBLIC IS INVITED)**
5. **Call to Order & Pledge of Allegiance:** DeMatteo called the meeting to order and led the Pledge of Allegiance. BOD Members present: Kathy DeMatteo (Pres), Pete Wanninger (VPres), Marisa Shrider (Treas), Jim Schauer (Sec), Shelley Coleman, Andrew Howell, Randy Welch. Staff present: BJ Buchmann (Dir/6-12 Prin), Danielle Feeney (Elem Prin), Doug Bean (Dean of Students), Teal Maxwell-Richards (Dean of Academics), Tracy Volan (Sec to BOD), Amy Anderson (HR Representative). Others present: Heather Lennert, Lynn Ingegneri, Amy Wittenmeijer.
6. **Amendments to the Agenda:** At Wanninger's request, Bonding Discussion removed from Discussion & Consent. DeMatteo requested moving the Faculty Retention discussion to the top of the discussion items.
7. **Audience Participation:** None
8. **Recognition:** BJ regonized PostNet for the donation of flags in support of TPCA Athletics, Evan Young for receiving National Merit Scholarship Commendation, BOD members and staff for their encouragement and support while he was out, and especially Danielle, Teal and Doug.
9. **Approval of Minutes:**
 - A. BOD Meeting Minutes, September 18, 2014 ...*Approved 7-0-0.*
10. **Discussion:**
 - A. Strategic Discussion (DeMatteo):
 - i. Charter Document
 - a. Wrap-Up. DeMatteo noted that as a result of these discussions, the ACT Course Sequence Document has been provided to marketing to incorporate into their promotions, and the Common Core Statement and TPCA Charter have been published to the TPCA website. DeMatteo encouraged all to continue to revisit the Charter document as needed throughout the year, and to use it as a tool for discussions, committees, etc.
 - a. ACT 2013-14 Discussion. Wanninger presented comparison of TPCA student scores to district and state, noting some areas that might indicate trends and areas for targeted improvement.
 - ii. Communication #2
 - a. Including Communication Pathways ...*Tabled*
 - b. Enrollment Strategy (Wanninger) Marketing Committee has been working to condense the Talking Points to a single slide, to help unify the TPCA message. Lynn Ingegneri presented the draft slide. Suggestions were provided by the BOD, including a request by Coleman to include some of the verbiage from the Mission Statement.



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Randy Welch, Member

Approved:


Secretary

Title

11/6/14

Date

iii. Faculty Recruitment & Retention (DeMatteo)_Goal is to identify areas that the BOD feels are priorities and that need further investigation.

1) Merit-based bonuses were discussed, with the suggestion that the metrics be clearly defined and communicated, and that they be kept as simple as possible. Buchmann noted that they're waiting for Faculty Committee to weigh the metrics. DeMatteo asked that Admin (by the 2nd meeting in December, have a preliminary proposal for how to structure the teacher evaluation/bonus plan, and if this idea is one is feasible for our school. If implemented, the bonus would be awarded in the 2015-16 school year.

2) Regarding retention, the question was raised if we are being effective with recruiting teachers who are in alignment with our mission and goals. DeMatteo noted that Faculty Committee has received a list of culture based questions to consider incorporating in the interview process.

3) Exit Interviews. Amy Anderson noted that these are not currently part of our process, but that she would like to implement them. Amy can present a draft of a proposed Exit Interview form to Faculty Committee.

4) Finance Committee will continue looking at District vs. TPCA salaries and working on a plan to bring us within 91% of the district (93% with the bonus).

- B. Committee Charge Letter Review/Discussion (DeMatteo)
- C. Committee Policy T-BDF Discussion (DeMatteo)

11. Consent:

- A. Exec 1 – Personnel 24-6-402 (4)(f) ...Tabled
- B. Exec 2 - Student 24-6-402 (4)(h) ...Tabled
- C. Exec 2 - Personnel 24-6-402(4)(f)
Motion to approve MOU's as presented. ...Approved 7-0-0
- D. Exec 2 – Attorney 24-6-402 (4)(b)
Motion to approve MCDC Self-Reporting document as prepared. ...Approved 7-0-0
- E. Charter Document Wrap-Up ...No Vote
- F. Communication #2 ...No Vote
- G. Faculty Recruitment & Retention ...No Vote
- H. Committee Charge Letter Discussion
Motion to approve Auction, Faculty & Finance Charge Letters as Submitted. ...Approved 7-0-0
- I. Committee Policy T-BDF Discussion ...No Vote

12. Board Communication:

- A. Construction Update (Wanninger). Indoor construction is about 2 weeks ahead of schedule. Outdoor construction is about 4 weeks behind schedule, due to issue with unexpected material discovered beneath the surface of the field. A certain type of fill-dirt is being sought to correct the situation. The EC/WC entrance safety-doors are expected to be installed over Thanksgiving break.
- B. Other: DeMatteo - We are getting a good initial response to the Classical Education Conference, with 16 people registered so far. Oct 16 from 8 to 10 will be the State of the School address, with a brief BOD meeting following from 10-11 in lieu of the evening BOD meeting that night.

13. Adjournment: 9:23pm