



**BOARD OF DIRECTORS'
MEETING AGENDA**

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

**Thursday, November 6, 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:** 6:00 pm
 - A. Personnel 24-6-402 (4)(f)
 - B. Student 24-6-402 (4)(h)
3. **Work Session: 6:30 pm (Public is Invited)**
 - A. Book Study: Triple Crown Leadership, Chapt. 5,6 (Shrider)
4. **Regular Session:** 7:00 pm (*PUBLIC IS INVITED*)
5. **Call to Order & Pledge of Allegiance:** DeMatteo called the meeting to order and Shrider led the Pledge of Allegiance. BOD present: Kathy DeMatteo (Pres), Pete Wanninger (V Pres), Marisa Shrider (Treas), Jim Schauer (Sec), Shelley Coleman, Andrew Howell, Randy Welch. Staff present: BJ Buchmann (Dir/Prin), Danielle Feeney (Prin), Teal Maxwell (Dean of Academics), Doug Bean (Dean of Students), Tracy Volan (Sec to BOD), Rebecca Parks. Other: Tim Ellis
6. **Amendments to the Agenda:** None
7. **Audience Participation:** None
8. **Recognition:** Buchmann recognized Rebekah Dowlin (8th grade) as a finalist in the RM-PBS Storytelling workshop, and Mr. Thornton for nominating her. Ms. Maxwell, Ms. West, and teachers: Burns, Bekins, Holtz, Williams, McCall, Carsten, Linville, Samar, Sickau, as well as students Anne Coleman, Abby Wanninger were recognized for their support of the 7th-8th grade "Intro to TPCA High School" night. 17 families attended. Shrider completed her classroom observations, and saw very engaged students and well managed classrooms. She recognized Dolinar, Fetters, Metcalf-Griswold, Tobias, Vahlenkamp. Coleman recognized staff for being a sister charter school and offering support to Loveland Classical. She also completed her classroom visits, and noted that even though on Halloween, a Friday, and a dress of choice day, she was amazed with the amount of instruction and on task learning happening. DeMatteo recognized Pete Wanninger for his generosity of time in talking about bonding.
9. **Approval of Minutes:**
 - A. BOD Meeting Minutes, October 2, 2014. DeMatteo motioned, Shrider seconded. Approved: 7-0-0
10. **Action Items:**
 - A. First Reading:
 - i. 14-006 TPCA Bylaws (Coleman)
Bylaws have not been reviewed for 4 years. Wanninger asked for input regarding whether to shorten the lame-duck period for incoming board members, and for how to get better voter participation in the elections. Coleman motioned to 2nd reading, Wanninger seconded. Approved: 7-0-0.
 - ii. 14-007 T-IKA-R Grading Assessment (Coleman)
To remove the character component of the 4th & 5th grade honor roll award, as it is not consistent with what is practiced with the rest of the school. As there are already character awards, they feel that honor roll should be academic. Coleman motioned to 2nd reading, DeMatteo seconded. Approved: 7-0-0.
 - iii. 14-008 T-IKA-R2 HS Grading Policy (Coleman)
To address class rank calculation process, and review TPCA Scholar Program. Coleman motioned to 2nd reading, Shrider seconded. Approved: 6-1(Wanninger)-0.

Jim Schauer
11/20/14



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11. Discussion:

A. Strategic Discussion:

i. Communication Pathways

a. Marketing Plan for Enrollment.

DeMatteo: With Marketing as an example, asked all committees to work on building and incorporating an annual calendar into their charge letters, so that there is consistency with the transfer of information and schedules stay on track. An overview of the marketing plan for enrollment was provided.

b. State of the School Summary

Buchmann: goal is to make these presentations more metric driven. Rebecca Parks presented the SPED section of the presentation, as an example of how the data has helped them develop essentially a uip

c. Communication Plan

A draft of a communications pathway presentation was provided. It was requested that there be clarification around the expected distribution method and intent of the document.

d. School Messaging for Enrollment Cycle

Wanninger presented the revised talking point slide that's to be used at the enrollment meetings.

i. Faculty Recruitment & Retention

i. Faculty Survey Results were reviewed

ii. Retention Study of First Year Teachers

Working to implement a beginning and exit interview process. Wanninger was concerned that the draft survey presented might be too long. Coleman pointed out that HR would be filling out the survey while conducting the exit interview in person. Shrider noted that after the supplemental budget has been completed, they'll be better able to address the topic of teacher compensation.

B. Committee Charge Letter Review/Discussion (DeMatteo)

Accountability still needed. Charge Letters to be voted on at the next meeting.

C. Construction & Building Corp Update (Wanninger)

High School construction should be mostly completed over Thanksgiving. Safety Walls and bleachers are scheduled to go in over Christmas break.

D. Temporary Override: Policy T-JFAB Admission of Students (Shrider). To stop incoming enrollment for this school year, effective now.

12. Consent:

A. Exec 1 –Personnel 24-6-402 (4)(f) No Vote

B. Exec 1 - Student 24-6-402(4)(h) No Vote

C. Communication Pathways No Vote

i. Marketing Plan for Enrollment

ii. State of the School Summary

iii. Communication Plan

iv. School Messaging for Enrollment Cycle

D. Faculty Recruitment & Retention No Vote

i. Faculty Survey Results

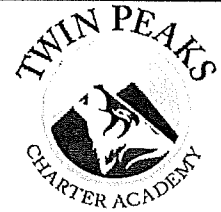
ii. Retention Study of First Year Teachers

E. Construction & Building Corp Update No Vote

F. Temporary Override: Policy T-JFAB Admission of Students.



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F. Temporary Override: Policy T-JFAB Admission of Students.
Motion to temporarily override policy T-JFAB, effective immediately, such that no additional enrollments will be accepted this school year for grades 5 and above, with the exception of siblings and students with paperwork already in process. Rejected: 3 (Coleman, Schauer, Shrider) -4-0.

13. Board Communication:

A. Neighboring Business on Sunset Street

14. Adjournment:

