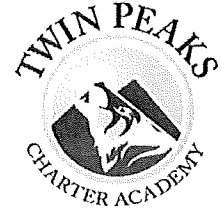




**BOARD OF DIRECTORS'
MEETING MINUTES**
Twin Peaks Charter Academy
340 S. Sunset Street, Longmont, CO 80501
Thursday, February 5, 201 7PM
East Campus Library



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:

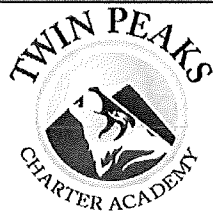
BJ Buchmann, Director/Principal
Danielle Feeney, Elem. Principal
Teal Maxwell-Richards, Dean of Academics
Doug Bean, Dean of Students

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

Approved:	
Name	J. Schauer
Title	SEC BOD
Date	2/26/15

1. **Executive Session 1:** 6:00 pm
 - A. Personnel 24-6-402 (4)(f)
 - B. Student 24-6-402 (4)(h)
2. **Executive Session 2:** 6:30 pm
 - A. Student 24-6-402 (4)(h)
3. **Regular Session:** 7:00 pm (*PUBLIC IS INVITED*)
4. **Call to Order & Pledge of Allegiance:** DeMatteo called the meeting to order and led the Pledge of Allegiance. BOD 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), Teal Maxwell (Dean of Academics), Doug Bean (Dean of Students), Tracy Volan (Sec to Board), Carol Gerke. Others present: Cindy Holbrook, Lynn Ingegerni, Michelle Mott, Harry Mott.
5. **Amendments to the Agenda:** None
6. **Audience Participation:** None
7. **Recognition:** Buchmann recognized BOD for Classical Ed vision, as had an example this week with a former TPCA teacher, showing that it's application is reaching into the broader community; HR for work on reviewing employee insurance plan options for next year; Mr Holtz for a fabulous demonstration of the HS fencing club to the Middle School. Maxell recognized Bill Watkins for meeting with Dallin Witt and Amanda Gilmore at Loveland Classical. His follow-up regarding their classroom experience was very helpful.
8. **Approval of Minutes:**
 - A. BOD Special Session Meeting Minutes, January 8, 2015(*tabled*)
 - B. BOD Meeting Minutes, January 15, 2015 *Approved: 7-0-0*
9. **Action Items:**
 - A. First Reading
 - i. 14-011 T-IIB Class Size (Wanninger) *Approved: 7-0-0*
Wanninger, Mott and Ingegeri presented request for policy review on behalf of Marketing Committee. They're proposing the formal reduction in class sizes for elementary, as we're above the district average of 24.5, to help in marketing the school to perspective parents (as well as for retention of current families). Can drop max by 1 student per elem grade without impacting budget. BOD concerned whether that reduction is significant enough to help. Asked finance to look at scenarios with reducing such that we're below the district's average.
 - A. Second Reading
 - B. Third Reading
 - i. 14-010 T-GCA-R8 Interventionist (DeMatteo) *Tabled*
 - ii. 14-007 T-IKA-R Grading Assessment System (Coleman)
Approved to policy: 7-0-0



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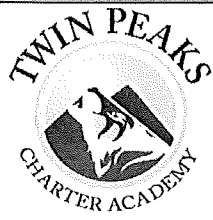
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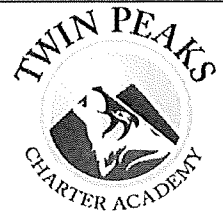
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10. Discussion:

- A. Policy T-KH-E -- Gift Acceptance Form (Howell/Schauer). Howell, will present form to Michele in business office for review, and bring back to BOD for approval.
- B. Strategic Planning Discussion (Wanninger). Initial steps taken in planning goals, with the objective being to improve metrics.
- C. School Grounds Landscaping Contract (Wanninger). No real change in contract from last year. There will be changes this summer though, once the expanded grounds have been completed.
- D. Sponsorships/Donations/Advertising Discussion (DeMatteo). Bean/Buchmann presented advertising rates and policies comparison to other area district schools. Bean will also review charter schools as well. Plans for recognizing sponsorships and donations need to be reviewed as well (Athletic committee to address).
- E. Safety Update: Traffic and Safety Doors (DeMatteo). Bean noted that the local law enforcement stopped by to do a traffic flow study, and noted that they saw no issues, and were pleased with what they observed. When asked about a cross-walk on St. Francis, they indicated that there weren't enough students residing in the nearby area. Building safety: cameras are now installed and operational upstairs on the East Campus. The safety doors at the main entrances are working well.
- F. Book Study Wrap-Up (DeMatteo). Each BOD member indicated something they've learned from this book study, and how they've been able to apply it. The next book to be reviewed: "An Introduction to Classical Education." Coleman volunteered to lead the next round of discussion.
- G. Bonus Structure Ad Hoc – Committee Discussion (Shrider). The BOD discussed whether to have this committee be a sub committee of the Finance Committee, or whether it should be a BOD Ad Hoc Committee. Howell volunteered to chair the Ad Hoc Committee.
- H. BOD Election Discussion & Leadership Class (Wanninger). Per the newly revised bylaws, the elections are coming up April 1st and 2nd. Deadline for nominees is March 16. Announcements of BOD candidates to be distributed to TPCA community on Mar 26. There a 3 seats up for election. BOD members were encouraged to start talking with parents for possible candidacy. DeMatteo also encouraged that the perspective candidates be given a copy of the requirements identified in the bylaws, so they're aware of the expectations in advance. BOD members were asked to complete their self-evaluations. Leadership training is March 7. BOD members were asked to invite at least one person to the class.



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11. Consent:

- A. Exec 1 –Personnel 24-6-402 (4)(f)
Approve letter as amended. *Approved: 7-0-0*
- B. Exec 1 - Student 24-6-402(4)(h) *Tabled*
- C. Exec 2 –Student 24-6-402 (4)(h)
Approval of recommendation. *Approved: 7-0-0*
- D. Policy T-KH-E -- Gift Acceptance Form
(Howell/Schauer) *Tabled*
- E. Strategic Planning Discussion (Wanninger) *No Vote*
- F. School Grounds Landscaping Contract
(Wanninger) Approve as proposed. *Approved: 7-0-0*
- D. Sponsorships/Donations/Advertising Discussion
(DeMatteo) *No Vote*
- E. Safety Update: Traffic and Safety Doors
(DeMatteo) *No Vote*
- F. Book Study Wrap-Up (DeMatteo) *No Vote*
- G. Bonus Structure Ad Hoc – Committee Discussion (Shrider)
Approve formation of Bonus Structure Ad Hoc Committee *Approved: 7-0-0*
- H. BOD Election Discussion & Leadership Class
(DeMatteo) *No Vote*

13. Board Communication:

- A. Construction Update (Wanninger). Turf will start to go in soon, concrete is being poured, and permits are all in place.
- B. Other: Howell noted that the TPCA auction is approaching, and donations are starting to come in.

14. Adjournment: 9:15pm

