



**BOARD OF DIRECTORS'  
MEETING AGENDA**  
Twin Peaks Charter Academy  
340 S. Sunset Street, Longmont, CO 80501  
Thursday, March 19, 2015 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  
Doug Bean, Dean of Students  
Teal Maxwell, Dean of Academics

**Board of Directors:**

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

Approved:

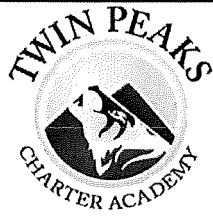
*Jim Schauer*

Name  
*BOD Secretary*

Title  
*4/16/15*

Date

1. **Executive Session 1:** 6:00 pm  
A. Personnel 24-6-402(4)(f)
2. **Executive Session 2:** 6:30 pm  
A. Personnel 24-6-402(4)(f)  
B. Student 24-6-402(4)(h)
3. **Regular Session:** 7:00 pm (*PUBLIC IS INVITED*)
4. **Call to Order & Pledge of Allegiance:** DeMatteo opened the meeting and led the Pledge of Allegiance. BOD present: Kathy DeMatteo(Pres), Pete Wanninger (V.Pres), Marisa Shrider(Treas), Jim Schauer (Sec), Andrew Howell. BOD absent: Shelley Coleman. Staff present: BJ Buchmann(Dir/Prin), Danielle Feeney(Prin), Doug Bean(Dean of Students), Teal Maxwell(Dean of Academics), Tracy Volan(Sec to BOD), Dena Terry, Raquel DeGroot, Lori West, Michele Mansanares. Others present: Chris Comp.
5. **Amendments to the Agenda:** Moved Fee Schedules to 2<sup>nd</sup> reading (instead of 3<sup>rd</sup> reading).
6. **Audience Participation:** Dena Terry asked if Ad Hoc on Merit Pay will come back to Faculty Committee for review. Howell assured that it will. Mr. Chris Comp, new TPCA parent, presented a comparison for the BOD's consideration, of course scheduling concerns at the High School. He offered a suggestion that the BOD consider how few elective periods are available for the students, given the current graduation requirements. (see handout.)
7. **Recognition:** Buchmann recognized Mrs. Freeman, the supporting parents, staff and cast for a fun and quality musical production; all the team members involved in supporting the CMAS testing efforts; Mrs. Esterline & the NHS Seniors for speaking at the NHS Induction Ceremony, where 11 new NHS members were inducted. Schauer recognized Fall and Winter athletics for achieving so many CHSAA academic recognitions. Also, all participants in HS Girl's Basketball lettered. Shrider and Howell also recognized all involved with the musical, for a wonderful and entertaining production. Bean recognized the custodial staff for their tireless support throughout the rigorous event schedule the past few weeks.
8. **Approval of Minutes:**  
A. BOD Minutes: February 19, 2015 ... *Approved: 6-0-0*  
B. BOD Minutes: March 5, 2015 ... *Approved: 5-0-1(Wanninger)*
9. **Treasurer's Report:** Mansanares noted that they're working on getting caught up on the monthly financial reporting. She confirmed that we are in compliance with our reporting and financial transparency requirements.
10. **Admin Report:**  
A. Admin Report Update  
- DeGroot presented on PIE (Parents Involved in Education) program, and planning underway to offer relevant pieces of the program at TPCA next year. We have a growing community of families where not all parents are yet English speaking at home. We have a hard time connecting them with the TPCA community. This program is a means to provide tools, resources, and communicate expectations to new immigrants (regardless of nationality), and to help them understand our educational system. They're planning to



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meet with the PIE task force in April and set dates and topics for fall. Note: While the presentations are geared to the Spanish speaking community, these seminars would be available to all TPCA families. Wanninger suggested having the 4-C's marketing materials translated into Spanish also for use in these and similar situations.

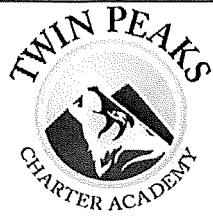
- B. HS Awards Program Recommendations. Maxwell and West presented committee's recommendations for HS Awards. Board agreed with the additional awards, but still wants an additional award program that builds on the AP Scholar awards and other nationally measured components (perhaps ACT or SAT score). Also concern that Honor Role threshold may be too low. Plan is to place the awards definitions in the Student Handbook. BOD asked the new plan to come back from Committee as a discussion item at the end of April BOD meeting.

**11. Committee Reports:**

- A. Accountability – Wanninger. Student surveys are nearly complete. Parent survey is awaiting committee approval to release. Next meeting is Thurs 3/26 @3:30pm.
- B. Athletics/Activities – DeMatteo. Meeting Friday.
- C. Auction – Howell. Auction ends tomorrow. Expecting a flurry of activity.
- D. Curriculum – DeMatteo. Minutes in packet.
- E. Faculty – DeMatteo. Report card policy will be opened to align with practices. Faculty Climate Survey results will be discussed at the next meeting.
- F. Finance – Shrider. Budget, Fees & Contract policies have been the ongoing focus.
- G. Marketing – Wanninger. Working on next marketing pieces for fall enrollment. Hopes to bring mock-up to BOD for input.
- H. Other
  - i. PTO – Feeney. New officers for fall have been selected, with a full slate of positions filled. Boosters & PTO will be meeting again on 3/23.
  - ii. Boosters – minutes in packet.

**12. Action Items:**

- A. First Reading:
  - i. 14-045 T-IC-ICA-E School Calendar 2015-16 (Howell)  
*Move to 2<sup>nd</sup> Reading: Approved: 5-0-0*
  - ii. 14-046 T-KHB Advertising and Sponsorships (Howell)  
*Move to 2<sup>nd</sup> Reading: Approved: 5-0-0*
  - iii. 14-047 T-KHB-R Advertising and Sponsorships (Howell)  
*Move to 2<sup>nd</sup> Reading: Approved: 5-0-0*
- B. Second Reading:
  - i. 14-044 FY16 Proposed Budget  
*Table: Approved: 5-0-0*
  - ii. 14-012 T-GCA-R37 Counselor Job Descr. (DeMatteo)  
*Move to 3<sup>rd</sup> Reading: Approved: 5-0-0*
  - iii. 14-022 T-GCB-E1 Teacher Salary Schedule (Shrider)  
*Table: Approved: 5-0-0*



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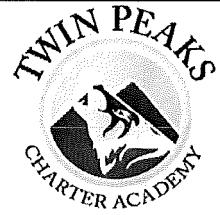
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- iv. 14-022 T-GCB-E2 Salary Schedule – Instructional Asst (Shrider)  
*Table: Approved: 5-0-0*
  - v. 14-023 T-GCB-E3 Salary Schedule – Secretary, Clerk, Bookkeeper (Shrider)  
*Table: Approved: 5-0-0*
  - vi. 14-024 T-GCB-E4 Salary Schedule – Custodian (Shrider)  
*Table: Approved: 5-0-0*
  - vii. 14-027 T-GCB-E8 Salary Schedule – Playground Monitor, Building Aid (Shrider)  
*Table: Approved: 5-0-0*
  - viii. 14-028 T-GCB-E9 Salary Schedule – PARA (Shrider)  
*Table: Approved: 5-0-0*
  - ix. 14-034 T-GCB Professional Staff Contracts/Compensation (Shrider)  
*Table: Approved: 5-0-0*
  - x. 14-035 T-GCBA Instructional Staff Contracts/Compensation (Shrider)  
*Table: Approved: 5-0-0*
  - xi. 14-036 T-GCBB Admin Staff Contract (Shrider)  
*Table: Approved: 5-0-0*
  - xii. 14-037 T-GCBB-E Teacher Contract (Shrider)  
*Table: Approved: 5-0-0*
  - xiii. 14-038 T-GCBB-E1 Principal Contract (Shrider)  
*Table: Approved: 5-0-0*
  - xiv. 14-039 T-GCBB-E2 Contract for Admin Asst/BMgr/AP & SS (Shrider)  
*Table: Approved: 5-0-0*
  - xv. 14-040 T-GCBB-E3 Custodial/Health Clerk/IA Contract (Shrider)  
*Table: Approved: 5-0-0*
  - xvi. 14-041 T-GCBB-E3 Custodial/Health Clerk/IA Contract – No Benefits (Shrider)  
*Table: Approved: 5-0-0*
  - xvii. 14-043 T-IBHIA-E Full Day Kindergarten Fee Schedule  
*Move to 3<sup>rd</sup> Reading: Approved: 5-0-0*
- Vote to extend meeting to 11pm: Approved: 5-0-0.*
- xviii. 14-011 T-IIB Class Size (Wanninger)  
*Move to 3<sup>rd</sup> Reading: Approved: 5-0-0*
  - xix. 14-018 T-JQ-E1 Schedule of Student Fees (Shrider)  
*Table: Approved: 5-0-0*
  - xx. 14-019 T-JQ-E2 Schedule of Student Fees – Athletics & Activities (Shrider)  
*Table: Approved: 5-0-0*



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C. Third Reading:

- i. 14-014 T-IJOA Field Trips (Shrider)  
*Move to Policy: Approved: 5-0-0*
- ii. 14-015 T-IJOA-E Field Trips Form (Shrider)  
*Table: Approved: 5-0-0*
- iii. 14-016 T-IJOA-R Field Trips (Shrider)  
*Table: Approved: 5-0-0*
- iv. 14-017 T-JQ Student Fees, Fines and Charges (Shrider)  
*Move to Policy: Approved: 5-0-0*

**13. Discussion:**

- A. Addition of 2nd Language at TPCA 2015-2016 (DeMatteo)  
Buchmann/Feeney presented. Plan to complete impact analysis and present decision on one of the two options presented, for the path for TPCA's language program for the next 3 years.
- B. Merit Pay Ad-Hoc Committee Presentation (Howell) Committee to discuss how 1<sup>st</sup> component of Merit Pay Program aligns with/impacts teacher stipend schedule.
- C. Strategic Planning Discussion (Wanninger)

**14. Consent:**

- A. Exec 1: Personnel 24-6-402(4)(f) ... *Tabled*
- B. Exec 2: Personnel 24-6-402(4)(f) ... *Tabled*
- C. Exec 2: Student 24-6-402(4)(h) ... *Tabled*
- D. Addition of 2<sup>nd</sup> Language at TPCA 2015-2016 ... *Tabled*
- E. Merit Pay Ad-Hoc Committee Presentation ... *Tabled*
- F. Strategic Planning Discussion ... *Tabled*

**15. Board Communication:**

- A. Construction Update (Wanninger) Hoping to have updated Construction Finance Report for the next meeting.
- B. Board Election Update (Wanninger) We have 3 candidates for the election. Election is April 1 & 2.. And we need volunteers to help.
- C. Leadership Academy (DeMatteo) Asked for presentation materials used at the event to be provided for the archive. General opinion was that it would be worth considering hosting another Leadership Academy event this spring.
- D. Work Session set for Wed 3/25/15 @ 6:30pm to work on Budget.

**16. Adjournment: 10:56pm**