



**BOARD OF DIRECTORS'  
MEETING MINUTES**  
Twin Peaks Charter Academy  
340 S. Sunset Street, Longmont, CO 80501  
Thursday, April 2, 2015 at 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

1. **Executive Session 1:** 5:30 pm  
A. Personnel 24-6-402(4)(f)
2. **Executive Session 2:** 6:00 pm  
A. Personnel 24-6-402(4)(f)  
B. Student 24-6-402(4)(h)
3. **Executive Session 3:** 6:30 pm  
A. Student 24-6-402(4)(h)
4. **Regular Session:** 7:00 pm (*PUBLIC IS INVITED*)
5. **Call to Order & Pledge of Allegiance:** DeMatteo led the Pledge of Allegiance and called the meeting to order. BOD Present: Kathy DeMatteo (Pres), Pete Wanninger (VPres), Marisa Shrider (Treas), Jim Schauer (Sec), Shelley Coleman, Andrew Howell. Staff Present: BJ Buchmann (Prin/Dir), Danielle Feeney (Prin), Tracy Volan (Sec to BOD). Others present: N/A.
6. **Amendments to the Agenda:** Coleman asked to add discussion on HS Awards Program. DeMatteo asked to add discussion and consent for Kindergarten Readiness Assessment Waiver.
7. **Audience Participation:** N/A.
8. **Recognition:** Buchmann recognized the Professional Learning Leadership Team members, including: Jen Whitmer, Diana Dolinar, James Bekins, Liz Miloradovich, Jen Ransburg, Holly Williamson, Rebecca Parks, Teal Maxwell, and Danielle Feeney for collaborating to create a shared leadership model and a culture of excellence. He also recognized Isaac Pena and Jen Whitmer for hosting a Debate meet that evening at TPCA, and noted that the TPCA Debate team has been invited to speak at the Capitol. He also noted that Fang will be present at the CO Charter Schools Rally April 16<sup>th</sup>. Wanninger recognized our two new board members, Janay Bahnsen-Price and Chuck Gravelle, and returning member Kathy DeMatteo. DeMatteo recognized the MS track team, for their efforts at the Coal Ridge Track Meet: It as raining and hailing, and they just kept on running! Feeney recognized the Odyssey of the Mind teams, in particular the 5<sup>th</sup>, 6<sup>th</sup> and 7/8<sup>th</sup> grade teams who went to the state competition. The 5<sup>th</sup> grade team placed 3<sup>rd</sup>! Feeney also thanked Becky Kelly for writing the IBM grant (for the 2<sup>nd</sup> year in a row) for \$2k toward elementary technology. DeMatteo also noted we have a generous donation in the works from Angen.
9. **Approval of Minutes:**
  - A. BOD Minutes: March 19, 2015  
*Approved as Amended 5-1(Coleman)-0*
  - B. BOD Work Session Minutes: March 25, 2015  
*Approved 6-0-0*
10. **Treasurer's Report:** (Shrider) No treasurer's report available at this time. November's financials are currently being prepared.

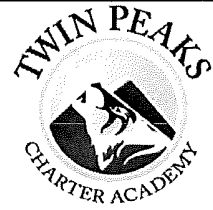
Sign Jim Schauer

Title Secretary

Date 5/21/15



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**11. Action Items:**

A. First Reading:

- i. 14-048 T-İKAB Report Cards (Schauer)  
*Move to 2<sup>nd</sup> Reading:* *Approved: 6-0-0*

B. Second Reading:

- i. 14-044 FY16 Proposed Budget (Shrider)  
*Move to 3<sup>rd</sup> Reading:* *Approved: 6-0-0*
- ii. 14-045 T-IC-ICA-E School Calendar 2015-16 (Howell)  
*Move to 3<sup>rd</sup> Reading, as Amended:* *Approved: 6-0-0*
- iii. 14-046 T-KHB Advertising and Sponsorships (Howell)  
*Table:* *Approved: 6-0-0*
- iv. 14-047 T-KHB-R Advertising and Sponsorships (Howell)  
*Table:* *Approved: 6-0-0*
- v. 14-022 T-GCB-E1 Teacher Salary Schedule (Shrider)  
*Move to 3<sup>rd</sup> Reading:* *Approved: 6-0-0*
- vi. 14-022 T-GCB-E2 Salary Schedule – Instructional Asst (Shrider)  
*Move to 3<sup>rd</sup> Reading, at Min Range:* *Approved: 6-0-0*
- vii. 14-023 T-GCB-E3 Salary Schedule – Sec/Clerk/Bkkpr (Shrider)  
*Move to 3<sup>rd</sup> Reading, at Min Range:* *Approved: 6-0-0*
- viii. 14-024 T-GCB-E4 Salary Schedule – Custodian (Shrider)  
*Move to 3<sup>rd</sup> Reading, at Min Range:* *Approved: 6-0-0*
- ix. 14-027 T-GCB-E8 Salary Schedule – Playground Monitor, Building Aid (Shrider)  
*Move to 3<sup>rd</sup> Reading, at Min Range:* *Approved: 6-0-0*
- x. 14-028 T-GCB-E9 Salary Schedule – PARA (Shrider)  
*Move to 3<sup>rd</sup> Reading, at Min Range:* *Approved: 6-0-0*
- xi. 14-034 T-GCB Professional Staff Contracts/Comp (Shrider)  
*Table:* *Approved: 6-0-0*
- xii. 14-035 T-GCBA Instructional Staff Contracts/Comp (Shrider)  
*Table:* *Approved: 6-0-0*
- xiii. 14-036 T-GCBB Admin Staff Contract (Shrider)  
*Table:* *Approved: 6-0-0*
- xiv. 14-037 T-GCBB-E Teacher Contract (Shrider)  
*Table:* *Approved: 6-0-0*
- xv. 14-038 T-GCBB-E1 Principal Contract (Shrider)  
*Table:* *Approved: 6-0-0*
- xvi. 14-039 T-GCBB-E2 Contract for Admin Asst/Fin/HR (Shrider)  
*Table:* *Approved: 6-0-0*
- xvii. 14-040 T-GCBB-E3 Custodial/Health Clerk/IA Contract (Shrider)  
*Remove at 3<sup>rd</sup> Reading:* *Approved: 6-0-0*
- xviii. 14-041 T-GCBB-E3 Custodial/Health Clerk/IA Contract – No Benefits (Shrider)  
*Remove at 3<sup>rd</sup> Reading:* *Approved: 6-0-0*
- xix. 14-018 T-JQ-E1 Schedule of Student Fees (Shrider)  
*Move to 3<sup>rd</sup> Reading, as Amended:* *Approved: 6-0-0*
- xx. 14-019 T-JQ-E2 Fees Schedule – Athletics & Activities (Shrider)  
*Move to 3<sup>rd</sup> Reading:* *Approved: 6-0-0*
- xxi. 14-013 T-GCOA-E4 Teacher Evaluation Rubric (DeMatteo)  
*Table:* *Approved: 6-0-0*



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C. Third Reading:

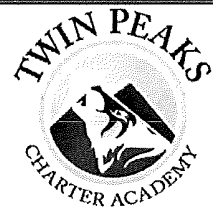
- |      |                                                  |                        |
|------|--------------------------------------------------|------------------------|
| i.   | 14-015 T-IJOA-E Field Trips Form (Shrider)       |                        |
|      | <i>Table:</i>                                    | <i>Approved: 6-0-0</i> |
| ii.  | 14-016 T-IJOA-R Field Trips (Shrider)            |                        |
|      | <i>Table:</i>                                    | <i>Approved: 6-0-0</i> |
| iii. | 14-012 T-GCA-R37 Counselor Job Descr. (DeMatteo) |                        |
|      | <i>Move to Policy:</i>                           | <i>Approved: 6-0-0</i> |
| iv.  | 14-011 T-IIB Class Size (Wanninger)              |                        |
|      | <i>Move to Policy:</i>                           | <i>Approved: 6-0-0</i> |

**12. Discussion:**

- A. 2<sup>nd</sup> Language Path Recommendation (DeMatteo)  
Buchmann confirmed that Administration is recommending "Option B" as presented in the prior BOD meeting as the best path for TPCA's implementation of an additional world language at this time.
- B. Faculty Committee BOD Update
- i. Committee Update Presentation. (Schauer) presented the Faculty Committee summary, thanking Nikki Stevenson for her work in putting the presentation together.
  - ii. Staff Climate Survey Report (Schauer) gave a brief overview, noting that we've had an increase in participation. The summary spreadsheet was also distributed in a recent staff meeting, and to the "all twin peaks" (internal) email community. Schauer will investigate if responses can be differentiated by grade. Schauer requested that the survey responses be revisited again at the BOD summer retreat. Howell noted that he's had a similar request, or the Merit Pay planning to date, be revisited also at the BOD summer retreat.
- C. Strategic Planning Discussion (Wanninger). Discussion on what BOD can do to address potential threats.
- D. High School Awards (Coleman)  
Asked for clarity on behalf of the Curriculum Committee, as to what the BOD wants for HS Awards. DeMatteo/Wanninger indicated that they want to keep the current Twin Peaks Scholar programs, but also add the additional recognitions presented previously.
- E. Kindergarten Readiness Waiver (DeMatteo)  
Feeney noted that CO has implemented a Readiness Act that requires all kinders be assessed in 4 areas. St. Vrain wants to continue with the program, but we would like to seek a waiver (in line with what other charters are doing).



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**13. Consent:**

- A. Exec 2: Personnel 24-6-402(4)(f) No Vote
- B. Exec 2: Student 24-6-402(4)(h) No Vote
- C. Exec 1: Personnel 24-6-402(4)(f) No Vote
- D. 2<sup>nd</sup> Language Path Recommendation  
*Vote to approve Language Roll-Out Recommendation (Option B) as presented:* Approved: 6-0-0
- E. Strategic Planning Discussion Tabled
- F. HS Awards Program Discussion No Vote
- G. Kindergarten Readiness Assessment Waiver  
*Vote to approve Waiver as submitted* Approved: 6-0-0

**14. Board Communication:**

- A. Construction Update (Wanninger)  
No update. DeMatteo requested a financial update.
- B. Board Election Update (Wanninger)  
Welcomed the 2 new BOD members, Janay Bahnsen-Price and Chuck Gravelle, as well as returning member Kathy DeMatteo.
- C. Other: DeMatteo reminded BOD that the deadline for submitting documents for the next BOD meeting is Sunday April 12<sup>th</sup>.

**15. Adjournment:**

- Vote to extend meeting to 11pm:* 5-0-1(Wanninger)  
*(not approved, as requires unanimous vote)*
- Vote to extend meeting to 10:30pm:* Approved: 6-0-0
- Vote to extend meeting to 10:45pm:* Approved: 6-0-0
- Meeting adjourned: 10:42pm*