

Board Meeting Agenda for Wednesday, August 9, 2017 at 4pm
4800 Wheaton Drive, Fort Collins, CO 80525
Room 100B
Conference Line: 712-432-6100 pin 558-47941

A. Call to Order

B. Board Members in attendance: Kilbon () Kornfeld () Manguso () Nyberg ()
Walser ()

C. Approval of Agenda

Motion by: _____ Seconded by: _____

Kilbon () Kornfeld () Manguso () Nyberg () Walser ()

Motion by: _____ Seconded by: _____
 Kilbon () Kornfeld () Manguso () Nyberg () Walser ()

E. PE/Recess Policy

Motion to approve PE/Recess Policy

Motion by:

Seconded by:

Kilbon () Kornfeld () Manguso () Nyberg () Walser ()

F. Lease with Crossroads Church

G. School Leader Evaluations

IV. CLOSING SECTION

A. Motion to Adjourn

Motion by:

Seconded by:

Kilbon () Kornfeld () Manguso () Nyberg () Walser ()

Executive Summary 8.9.2017

Enrollment

	Re-Enrolled	Not Re-Enrolling	New Applicants	Completed Apps	Potential Final Enrollment	Actual Final Enrollment	Budget: Submitted Projections	Homeschool Potential	Homeschool Completed	Max Per Grade	Potential Openings Remaining	Actual Openings Remaining
1/2 K	0	0	8	8	9	9	8	0	0	9	0	0
Full K	0	0	33	33	35	34	32	0	0	35	0	1
1st	28	11	8	8	36	36	39	1	1	48	12	12
2nd	32	7	11	9	43	41	42	4	4	48	5	7
3rd	26	2	8	7	34	33	28	0	0	48	14	15
4th	26	6	6	5	32	31	33	1	0	50	18	19
5th	36	3	7	7	43	43	40	2	2	50	7	7
Total	177	29	81	77	232	227	222	8	7	288	56	61
FTE	177	24	63.78	59.78	213.52	208.94	202.7	4	3.5	269.52	56	60.58

Budgeted FTE	202.7
Actual Enrollment	208.94
Enrollments Pending	4.58
Actual + Pending	213.52
Homeschool	3.5

*Homeschool not added into any totals



T.R. Paul Academy of Arts and Knowledge

Creating an environment in which all students can reach their full potential

4800 Wheaton Dr Fort Collins, CO 80525 Phone (970) 226-2800 Fax (970) 226-2806

Charging Policy for Breakfast/Lunch Program

Students must order breakfasts and lunches online via our online system, My Kid's Lunch, through Michael's of Denver in advance for each calendar month. Breakfasts and lunches must be ordered ahead of time and prepaid. FRL students must order breakfast and lunch ahead of time, but will not be charged any amount.

In order to ensure that no student goes through the day without food, any student who has not ordered breakfast and lunch ahead of time will be provided an alternate meal. Alternate meals will be billed to the family at \$3.50/meal. Alternate meals are fully reimbursable meals. The use of alternate meals will be tracked and billed to parents by the Food Service Manager. If the use of alternate meals becomes an issue, the parents will receive written notification. If it continues to be an issue, the Nutrition Services Director and Administration will be contacted to assist in resolving the problem.

Parents must use the My Kids Lunch website even if your student receives free or reduced meals. The website allows you to make payments ahead of time for meals and a la carte items, and allows you to track your child's meals. To set up a My Kids Lunch account, go to <https://mykidslunchfc.h1.hotlunchonline.net/frontend.php>. Click on 'Create an Account' to create an account. If you need assistance or have questions, please contact the our food program manager at (970) 226-2800 x 221.

****Families that need assistance providing lunch must submit an application for free or reduced meals. Go to www.pinnaclesfa.org to learn more or apply.**



T.R. Paul Academy of Arts and Knowledge

4800 Wheaton Drive, Fort Collins, CO 80525 Phone (970) 226-2800 FAX (970) 226-2806

TR Paul Academy of Arts & Knowledge Grievance Policy

TPAAK believes that, as adults, we must model healthy and respectful communication for our students. TPAAK is committed to promoting healthy communication among students, parents, teachers, and administrators, and encourages TPAAK community members to express any concerns directly with the individual involved so that the school's focus can be kept on student learning. In the interest of promoting the efficient resolution of grievances, the procedures below set forth the process for resolving conflicts and settling differences. This process is designed to support prompt and equitable resolution of disagreements at the lowest possible faculty or administrative level.

1. Address Issue with Those Directly Involved. The grievant must first bring the concern to the attention of the individual(s) directly involved. A meeting should be scheduled where the concerns can be expressed in private and in an environment conducive to resolution. If the grievant brings the concern directly to the attention of the School Leader without first attempting to address the issue at the lowest level, the School Leader may re-direct the grievant to the appropriate level in the process.

2. Address Issue with School Leader. If a satisfactory resolution is not reached at the lowest possible level, or where the complaint directly involves the School Leader, the concern may then be brought to the attention of the School Leader. The grievant must contact the School Leader within 10 days of the above meeting. The complaint shall be in writing and shall detail (i) the date of the incident (if applicable); (ii) the TPAAK staff member involved; (iii) a description of the incident, decision, or practice that gave rise to the issue; (iv) the conflict resolution strategies that have been attempted thus far; and (v) the grievant's requested resolution. Within five calendar days from the date on which the written statement was received, the School Leader will either issue a written response to the grievant or contact the grievant to schedule a time to discuss the issue, allow both parties to the opportunity to comment on his/her perceptions, facilitate ongoing communication, and develop goals for conflict resolution. The School Leader will continue to monitor the issue until either a resolution or an impasse is reached.

3. Prepare a Written Grievance for the Board of Directors. In cases when the concern has not been addressed at Steps 1 and 2 to the satisfaction of the grievant, the grievant may file a formal written grievance to the School's Board of Directors. The written grievance must detail (i) the date of the incident (if applicable); (ii) the School staff member involved; (iii) a description of the incident, decision, or practice that gave rise to the issue; (iv) the conflict resolution strategies that have been attempted thus far; and (v) the grievant's requested resolution.

Current contact information for the Board can be found on the TPAAK website, under the "Board of Directors" page. Within 10 days from receipt, the Board Chair, or his/her designee, will review the written grievance and provide a written response to the grievant either determining that the grievance warrants full review by the Board or declining to review the written grievance. If the Board Chair, or his/her designee, determines that the grievance warrants full review by the Board, the Board shall



T.R. Paul Academy of Arts and Knowledge

4800 Wheaton Drive, Fort Collins, CO 80525 Phone (970) 226-2800 FAX (970) 226-2806

review the grievance at its next regularly-scheduled Board Meeting and issue a written decision to the grievant within 10 days of the meeting. If declining review, the Board's written response to the grievant will explain the reasons for the determination.

While any member of the public is always welcome to speak in an open board meeting, no grievance issue will be addressed by the Board without the grievant having first followed these proper procedures. Issues of employee or student privacy may be addressed in Executive Session, as is legally proper.

4. Submit a Written Grievance to the Colorado Charter School Institute ("the Institute") Executive Director. If the grievant is not satisfied with the School Board's determination not to review the written grievance or the written resolution reached by the School Board after reviewing the grievance, the grievant may submit its concerns in written format to the Institute within five business days from receiving the written decision of the School Board. After review, the Institute's Executive Director will publish his/her conclusions in writing within 15 calendar days from receipt of the written concern. The decision of the School's Board will not be overturned unless there are compelling grounds that the School violated an applicable law, regulation, policy, or contract provision. The Institute can be contacted at (303) 866-3299 or csi_info@csi.state.co.us.



T.R. Paul Academy of Arts and Knowledge

Creating an environment in which all students can reach their full potential

4800 Wheaton Dr Fort Collins, CO 80525 Phone (970) 226-2800 Fax (970) 226-2806

RESOLUTION CONCERNING THE POSTING OF NOTICE FOR BOARD MEETINGS

WHEREAS, Northern Colorado Academy of Arts and Knowledge, d/b/a TR Paul Academy of Arts & Knowledge, a Colorado nonprofit corporation ("TPAAK"), has been granted a contract ("Charter") from the Colorado Charter School Institute ("Authorizer") to organize and operate a public charter school under the laws of the State of Colorado ("Code");

WHEREAS, the formation of public policy is public business and may not be conducted in secret under the Colorado Open Meetings Law: 24-6-401 et seq.;

NOW THEREFORE BE IT RESOLVED by the TPAAK Board of Directors approves that all notice of board meetings will be posted at least 24 hours in advance of all meetings in the window of Room 100B in the front atrium of 4800 Wheaton Drive, Fort Collins, CO 80525.

Adopted this 9th day of August, 2017.

TR Paul Academy of Arts & Knowledge

By: _____

Chair, Board of Directors



T.R. Paul Academy of Arts and Knowledge

Creating an environment in which all students can reach their full potential

4800 Wheaton Dr Fort Collins, CO 80525 Phone (970) 226-2800 Fax (970) 226-2806

Salary policy 2017-2018

T.R. Paul Academy of Arts & Knowledge Charter School employees are compensated strictly in accordance with the compensation policies of its service provider company, Tatonka Education Service, as allowed by the Charter Agreement between CSI and Tatonka Education Service. These compensation policies may include performance-based incentives.

Starting Teacher Salary with a bachelor's degree is \$ 32,500.



T.R. Paul Academy of Arts and Knowledge

4800 Wheaton Drive, Fort Collins, CO 80525 Phone (970) 226-2800 FAX (970) 226-2806

TR Paul Academy of Arts & Knowledge Physical Education/Recess Policy

It is the policy of TR Paul Academy of Arts & Knowledge ("TPAAK") to ensure that all students receive an adequate amount of physical activity during their time at school. The goal of physical education (PE) is to support all students in achieving the knowledge, skills and confidence to be physically active for a lifetime. Participation in PE also helps students reach the national recommendation of 60 minutes of physical activity per day. Regular physical activity builds healthy bones and muscles, improves muscular strength and endurance, reduces the risk for developing chronic disease, improves self-esteem, and reduces stress and anxiety. Research also shows that physical activity can help improve student academic achievement, including grades and standardized test scores.

There are 10 expectations to support physical education and activity at TPAAK:

1. All required physical education and wellness classes are aligned with the Colorado State Standards for physical education.
2. Required physical education classes have instructional periods totaling a minimum of 45 minutes per week for grades K-3, 55 minutes per week for grades 4-5
3. The school ensures that state-certified physical education instructors teach all physical education classes and have a student/teacher ratio similar to other classes.*
4. The physical education or wellness teacher provides continuing support to students and their families to help them participate in physical activity outside of physical education class.
5. All students have at least 20 minutes a day of supervised recess, during which students are encouraged to participate in moderate to vigorous physical activity.
6. The school provides information to families to help them incorporate physical activity into students' lives.
7. The school discourages extended periods (i.e., periods of two or more hours) of inactivity.
8. When mandatory school-wide testing makes it necessary for students to be inactive for an extended period, schools will give students periodic breaks to stand and be moderately active unless the testing protocol specifies otherwise.
9. The school does not use physical activity as punishment.
10. The school does not withhold opportunities for physical activity as punishment.