

T.R. Paul Academy of Arts and Knowledge

aka Northern Colorado Academy of Arts and Knowledge

August 13, 2013 6:00 pm

4512 McMurry, Fort Collins, CO 80525

Board Meeting Minutes

OPENING SECTION (20 minutes)

1. Call to Order

Board President

Time Started: 6:07 PM

Pride through Performance

The mission of TPAAK (NCAAK) is to teach students the joy of learning and the importance of expressing individual talent artistically and academically while enhancing community & culture.

2. Roll Call

Board President

Board Members present in attendance:

() Bennett (x) Clark (x) Gorski (x) Kornfeld (x) Wager - Robertson

3. Consent Agenda

The Board will act upon all items as a package unless a member wishes to remove and separately act upon an individual item.

Recommended Motion: Move to approve Consent Agenda as presented (or amended)

Motion made by: Gorski Seconded: Wager-Robertson

Roll Call: () Bennett (x) Clark (x) Gorski (x) Kornfeld (x) Wager - Robertson

Approval of July 9, 2013 minutes

Approval of August 2nd minutes

Approval of June financials.

SCHOOL & STRATEGIC OVERSIGHT (60 minutes)

1. Welcome to new HoS – quick update on transition

Noted July 23 meeting between Board and HoS (entered into minutes.)

2. Board Code of Conduct

Board introductions and annual school loyalty oaths signed.

3. Mosaica Report – including enrollment – how is school verifying actual enrollment?

“Best of the best” included in the HoS report including City Paver Contest and Ms.

Kingdom Science teacher initiatives.

4. Preschool – oversight

PS director present and gave status: 58 on the list currently, 7 interviews this week. 50% are full-time. Working on revamping business plan and governance policies.

5. PTLO – relationship w/ Board – policies – reports – financial oversight – fundraisers

Discussed how PTLO has helped the board out of past rough-spots. Board and PTLO are working on setting policy and cooperation towards common coordinated goals.

6. Volunteering/Message/Face of the School – expectations, where/how published, how to record hours

Discussed how the board (and PTLO) can communicate committee needs better to our parents.

7. Back to School 8/15 agenda.

- Add PTLO to the agenda and discussed PTLO needs.
8. **Calendar**
Add holiday shows and Respect Assembly to calendar, also add to website and Intro packets.
Action: Move to accept new calendar format with these changes.
Motion made: Gorski, Second: Wager-Robertson, Roll Call: all aye
9. **Paving bids**
Action: Move to investigate and approve sidewalk through Pre-school area contingent upon references, licenses, and bonding of contractor.
Motion made: Gorski, Second: Wager-Robertson, Roll Call: all aye
10. **Marketing**
Ads running in Parent media, posters going up in 60 locations in Fort Collins, 15 in N. Loveland. New Mailer is going out to surrounding area of interest. (Parents asked to be on the marketing committee.) Discussed having parents and students do tours – Nothing speaks louder than a positive user experience.
11. **Grants**
Discussed grant writer expectations and directions we are moving with our current work done.
12. **Technology** – report on updates to classrooms, other issues/needs?
Memory has been ordered and scheduled to be installed in all classroom computers. PTLO is paying for the approximately \$1800 costs.
13. **Curricula** – status of training/implementation of Lego STEM?
Middle School LEGO STEM program has been ordered and teacher PD scheduled proposal is September 20th.
14. **Budget overview** – ending of 2012/13, updates/changes to send to Mosaica accountant for updated projected 2013/14 budget, unanticipated
Action: Move to accept terms of Mosaica's Commitment letter dated June 25, 2013 (letter details entered into the minutes.)
Motion by: Gorski, Second: Wager-Robertson, Roll call: all aye
15. **Strategic Planning**
This meeting has detailed our progress and current status of the objectives set forth in our Strategic Plan for the next three years.
16. **Audience Comments** Board President

4. **Board Action** As motions may be approved...
See sections 8, 9, and 14 above.

Executive Session Requested: C.R.S. 24-402(3)(a)(III) personnel changes, student discipline, and parent issues with school policy; and C.R.S. 24-402(3)(b)(I) administrative action regarding denial of enrollment. (8:25)

Moved by: Kornfeld Second: Wager-Robertson

Roll Call: () Bennett (Aye) Clark (Aye) Gorski (Aye) Kornfeld (Aye) Wager-Robertson

CLOSING SECTION (10 minutes)

1. Adjournment 9:21

Adjournment motion made by: All present.

July 23, 2013 Meeting – Board Representatives and HoS

Shauna Wager-Robertson, Jennifer Gorski, Phyllis Nakagawa

1. HoS has met with various parents re specific concerns/questions re specific teachers.
2. Board members have expressed to HoS that if concerns are valid and/or teachers do not meet expectations we are concerned how this affects students and school as a whole; especially re testing and enrollment.
3. Board members (to be reiterated at full Board meeting) expect and support HoS in her role to set explicit expectations to teachers:
 - I. Teaching
 - a. Planning
 - b. Individualized student plans, including differentiation within classrooms and supporting acceleration of students as appropriate.
 - c. Classroom control and management.
 - II. Paragon
 - a. Standards of what should happen at each Paragon night.
 - b. Support and mentoring how to achieve it, but part of the evaluation in some way if not meeting standards after support given.
 - III. Communication standards (teachers to parents)
 - a. Timely definitions, explanations and reminders of events and assignments; especially Paragon needs and expectations and long term assignments (specifics and grading criteria).

The Board expects HoS to continue to interview and have on file teachers to be able to quickly replace current teachers who are not able to meet high standards set.

Mosaica Report
TPAAK Board meeting
August 13, 2013

To: Members of the TPAAK Board

From: Eric Dinnel, Regional Vice-President Mosaica Education, and Phyllis Nakagawa, TPAAK Head of School

Financial Review: The monthly Financial Committee conference call with Roger Gray will be held on Monday, August 12, 2013 at 8am. We will be discussing the 2012-13 audit update.

Enrollment and Marketing: see enrollment numbers on Head of School report

Academic Achievement - see Head of School report

TCAP scores are embargoed until August 14, 2013

Fall Scantron testing for all grade levels will be held in August.

Professional Development:

Teachers completed a rigorous 3 weeks of Preservice.

Mosaica Special Education Director, Allison Freeman, will be visiting TPAAK on August 28, 2013.

Mosaica Board Retreat: We look forward to our continued work with the TPAAK board. We are exploring options to conduct a fall Colorado school board retreat. Please share your thoughts on holding the retreat in early October.

Legislative updates: see attached fact sheet regarding new evaluation process

Executive Session: requested to review personnel updates

Item	
Academic Achievement	TCAP scores embargoed until August 15th, 2013.
Enrollment	K-8th gr. 290, do not have preschool total. TPAAK will host monthly Open Houses on Paragon Performance Nights. Tours are given as needed; have given 5 tours in the past week, 2 being after school hours. Will be available anytime they would like. Had a successful Open House on August 1st, 2013 with many new parents in attendance.
SPED issues	SPED teacher has already started a schedule with her IEP and 504 students, working mostly with the students in their classrooms so they can adjust, and she can gather information about that child's learning styles. During preservice SPED teacher gave the teachers a list of children with existing IEPs and 504s. SPED dept set clinical meetings on Thursday mornings at 8:00 am in room 220.
Testing Update	Scantron Performance Series testing window is 8/5/13-8/22/13; Provided teachers in 3-8 with training after school; many have begun testing this week.
Suspensions	None to report at this time.
New Hires	Kindergarten - Kathleen Spiller, Amy Jenes; Third - Cameron Pacheco; Fourth - Nancy Burns, Jennifer McCulloch; Fifth - Therese Tanzy, Evan Willis; Sixth - Benjamin Gliszinski; Seventh/Eighth - Kathleen Kingdom, Brad Frye; SPED - Connie Longsdon
Other personnel changes	Through PSI a part time OT and Speech Path have been hired: OT- Aby Cooperman; Speech Path- Carla Kromegal
Facilities	Have plugged toilet issues on 2nd floor. This summer had to replace close to 20 balasts in lights. 1 Kindergarten needs cubbies.
Teacher Observe. (who, when)	Preliminary observation notes for all teachers on Professionalism. Received SLR info from Mr. Franko and will begin formal observations the third week of school.
Parent Issues	Concerned parent with movement of a Kinder to first. Concerned parent that teacher yells too much. Concerned staff that divorcing parents are infringing on each others rights and causing safety issues at school.
Budget Issues	Providing for new curriculum that needs to be updated, particularly SCIENCE. Also, computers for classrooms and improving those in the computer lab.
Technology	This is from the last HoS Report, but it did not happen:(Brad doing memory upgrade in all classrooms.) I know that PTLO is providing more memory for the classroom computers, It was approved at last night's PTLO meeting to pay for more memory. We need memory so children are able to complete Scantron and Study Island in the classrooms. Also, Kinder and first need earphones to participate in Study Island and Scantron, PTLO also aproved this last night. We had to add a 5th grade classroom and had to take computers from other rooms to get enough for this new 5th grade room.
After School	CHAMPIONS was renewed, but the area coordinator is not returning. Brad Smith, our building director (and PE teacher) has done a great job without CHAMPIONS leadership. The process was handled and Champions provided care after school. Before school began Champions was moved to the Stage. This appeared to be a dangerous situation; near the kitchen and with many exit doors. It could also potentially endanger our sound equipment. The decision was made to move CHAMPIONS back to the second floor where it is more secure and has more safety checks.
Fundraisers	We are planning our Fall Festival with PTLO. Boxtops will continue. Jeans day will be August 30th. Selling of extra t-shirts by the board.
Professional Dev./ special meetings	New staff: preservice for 3 weeks. Returning staff: preservice for 2 weeks. Had one day of Unwrapping the Standards presented by Terrie Andrews, using funds from Race to the Top. She will return on November 8th. Terrie Andrews was provided by the Colorado League of Charter Schools.
Grants	Third through 5th grade DaVinci projects were due May 29, 2013 and we got an extension. Shauna Wager-Roberson helped the specials team to get the Middle School DaVinci Grant done and submitted yesterday! HoS still trying to figure out the Title allocations sheet that was filled out in June and where/when and if that money is going to be received. It was to fulfill the New Early Literacy Act.
Miscellaneous	Teachers planning Informative Orientation Night with Board schedule, band instrument demos. Teachers will explain valet student drop off and pickup, schedules, homework policy, Scantron testing, Study Island and Power School.
Kudos	Teacher awards that are meaningful and appreciated. Will do monthly.
Concerns	Helping all the new teachers, behavior problems, enrollment, parental concerns. CPI training?
Board Issues	Handbook, Resignations and new hires, Budget

Best of Best	<p>City Paver contest: 15 awarded, TPAAK received 10 of them (city wide) Last year we received 9 of the 15. Art Teacher entered the American Girl Contest "What would the world be without color?" Kathleen Kingdom, 7th/8th grade teacher, has already gathered numerous science pieces of equipment and wrote a proposal to PTLO for Science Tables. Great Science Leader and has agreed to head the Science Fair.</p>
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June 25, 2013

To: Mr. Neil Poillon

Re: T.R. Paul Academy of Arts and Science

knowledge

CPP

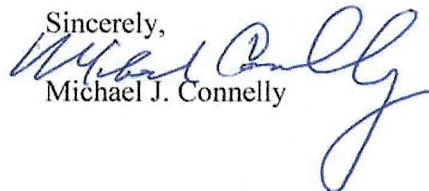
Dear Mr. Poillon:

I am the Chief Executive Officer of Mosaica Education, Inc. ("Mosaica") and am authorized to enter into this commitment letter on Mosaica's behalf.

This will confirm that, subject to the terms hereof, Mosaica and T.R. Paul Academy of Arts and Science ("TPAAK") have agreed to extend the Termination Date of the Management Agreement (the "Management Agreement") between Mosaica and TPAAK to June 30, 2021. In conjunction therewith, Mosaica further agrees to (i) forgive \$75,000 of the management fee payable by TPAAK for services rendered by Mosaica under the Management Agreement during the 2012-13 school year; and (ii) to issue to TPAAK a credit in the amount of \$70,000 for monies previously paid to Mosaica under the terms of the Forbearance Agreement between the parties, which credit can be used to offset outstanding invoices payable by TPAAK to Mosaica as of June 30, 2013, and (iii) defer payment of principal to Mosaica scheduled for FY2014 in accordance with the Forbearance Agreement. In exchange for the credit for \$70,000 in principal paid as set forth in subsection (ii), above, the parties further agree that the balance payable under the Forbearance Agreement will be increased by \$70,000 effective July 1, 2013, and will begin accruing interest at the rate specified in the Forbearance Agreement as of that date.

Mosaica's agreement as aforesaid is contingent upon the refund and forgiveness by Lynchburg Ltd. of \$70,000 in bond interest paid by the TPAAK during 2014 fiscal year, specifically a \$35,000 reduction in the interest payment due on November 1, 2013, and an additional \$35,000 reduction in the interest payment due on May 1, 2014. Lynchburg agrees to accept such reduced interest payments, provided that Mosaica meets its obligations as described above, and TPAAK's assistance and cooperation in working with Trustee to causing an effective reduction for one year in the interest rate accrued on TPAAK's bond issue. TPAAK assumes and agrees to pay any and all out-of-pocket costs or fees incurred in arranging this modification with the Trustee.

Sincerely,


Michael J. Connelly

Agreed and Accepted:

Lynchburg Limited Partnership

By:


Neil Poillon

6-28-13