



# T.R. Paul Academy of Arts and Knowledge

aka Northern Colorado Academy of Arts and Knowledge

4512 McMurry, Fort Collins, CO 80525

Vision- *To engage learners in the love of literacy and a vibrant foundation of the arts, sciences and world cultures.*

Mission- *To provide a personalized K-5 learning community that respects all student learning styles and diverse capacity, resulting in each student's foundational and accomplished literacy skills to last a lifetime.*

## Board Meeting Minutes for January 11, 2017

### I. OPENING SECTION

A. **Call to Order:** By Board-Chair Kornfeld at 4:15pm

B. **Board Members in Attendance**

Board-Chair Kornfeld	(Present)	Director Franko	(Absent)
Treasurer Manguso	(Present)	Director Kilbon	(Present)
Secretary Nyberg	(Present)		

C. **Approval of Agenda**

Changes made to agenda:

- Add a resolution to use fund balance dollars to the treasurer's report
- Move the motion to approve the Wheaton Letter of Intent to beginning of meeting

**Motion to: Approve the agenda as amended**

**Motion by:** Treasurer Manguso      **Seconded by:** Director Kilbon

Three Votes For, No Votes Against- **Motion Carried**

### II. AUDIENCE COMMENTS

None

### III. ACTION ITEMS

A. **Wheaton Letter of Intent**

- CEC is offering TPAAK the opportunity to move to the Wheaton location for a cost equivalent to what TPAAK is paying at the current location. This is roughly half of today's market value cost for a lease on a building similar to the Wheaton building in Fort Collins.
- CEC is making this offer in hopes that TPAAK can balance the budget, find reasonable expenditures, and come up with a bottom line to move forward with for the organization.
- With this, CEC is looking for a commitment from TPAAK to get aggressive with marketing and enroll 200+ students in the next school year.
- The lease proposal is a 5 year term with hard costs outlined for the first 3 years. The details of the proposal were presented by Keith King.
- Keith King believes TPAAK is overpaying for the services Tatonka provides. He would like to see TPAAK administration consider alternative options.
- Different ways TPAAK could join in with CEC's marketing efforts were discussed.

**Motion to: Approve terms in Letter of Intent provided by Keith King in letter Re: Lease for 2017-2018 School Year dated 1-5-2017**

**Motion by:** Treasurer Manguso      **Seconded by:** Secretary Nyberg

Four Votes For, No Votes Against- **Motion Carried**

## IV. OFFICER REPORTS

### A. Secretary's Report

**Motion to: Approve the minutes from the December 14<sup>th</sup>, 2016 meeting**

**Motion by:** Director Kilbon                      **Seconded by:** Secretary Nyberg

Three Votes For, No Votes Against- **Motion Carried**

### B. Treasurer's Report

**Motion to: Approve December 2016 financials**

**Motion by:** Director Kilbon                      **Seconded by:** Secretary Nyberg

Three Votes For, No Votes Against- **Motion Carried**

**Motion to: Approve TPAAK Budget 2nd Revision**

**Motion by:** Treasurer Manguso                      **Seconded by:** Director Kilbon

Points of discussion:

- The Colorado Department of Education has finished pulling the funds it requires for their fees. The amount drawn was less than half of what it could have been, leaving some extra funds in the budget. These funds were used to add hours back to some of the staff who had agreed to give them up to help balance the budget.
- CEC has agreed to take care of any CAM costs above a specified amount. This leaves extra funds in the contingency reserve that were set aside for increases in CAM costs. The funds may go toward giving back furlough days or can help with moving costs.

Three Votes For, No Votes Against- **Motion Carried**

**Motion to: Approve a resolution to use fund balance dollars to balance spending at the beginning of the 2016-17 school year**

**Motion by:** Director Kilbon                      **Seconded by:** Secretary Nyberg

Three Votes For, No Votes Against- **Motion Carried**

### C. Executive Summary

#### • **Wheaton Location**

- TPAAK staff is looking to do an open house in conjunction with this month's Paragon night at the Wheaton location.
- Several walk throughs with current families are scheduled for the Wheaton location.

#### • **Renewal**

- Goals related to growth score issues and an achievement plan were presented.
- James Lewicki is in the process of scheduling 20-30 minute meetings with parents of every TPAAK student to get an idea as to what things are working, not working, and what concerns or praises TPAAK parents have.
- The renewal contract is coming together. A few small changes will be made to what was previously there, nothing substantial.

#### • **Assesment/Data**

- An overview of assessments that are currently in progress or are upcoming was given.
- PARCC prep small groups have started for 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grades.

#### • **Enrollment and Marketing**

- A retention committee has been formed to help increase the number of students who return to TPAAK the following year.
- The potential re-enrollment numbers were presented. The re-enrollment process will begin in February.

### D. TES Corporate Report

- A corporate update on Tatonka was given. A new HR Manager was recently hired on.
- TES offered to provide feedback on TPAAK's marketing plan, once it's complete.

## V. OLD BUSINESS

### A. Resignation of Board Member

***Motion to:*** Motion to accept resignation of Board Member Andy Franko

***Motion by:*** Treasurer Manguso                      ***Seconded by:*** Director Kilbon

Four Votes For, No Votes Against- **Motion Carried**

### B. Enrollment Policy Regulation

***Motion to:*** Motion to approve regulation to the enrollment policy allowing for administration to enroll students after October Count based on available seats according to the staffing model in the current board approved budget

***Motion by:*** Director Kilbon                      ***Seconded by:*** Treasurer Manguso

Three Votes For, No Votes Against- **Motion Carried**

## VI. NEW BUSINESS

### A. Discussion of TES Provided Services

- Tatonka has requested a list of services they could assist TPAAK with in the future.
- Tatonka mentioned they have found assessments that align better with state testing than Scantron seems to. Additional information and research along those lines could be beneficial to TPAAK.
- Tatonka would also be interested in direction from the board regarding how they can use the audit data and analysis information they have accumulated for TPAAK to create an action plan that would lead to academic growth, assist in marketing efforts, and help boost enrollment.

## VII. CLOSING SECTION

### A. Adjourn

Adjournment Motion made by Board-Chair Kornfeld at 5:27pm

Next regular meeting scheduled for February 8, 2017