



# 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 March 8, 2017

### I. OPENING SECTION

A. **Call to Order:** By Board-Chair Kornfeld at 4:03pm

B. **Board Members in Attendance**

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

C. **Approval of Agenda**

**Motion to: Approve the agenda**

**Motion by:** Director Kilbon                      **Seconded by:** Secretary Nyberg  
Four Votes For, No Votes Against- **Motion Carried**

### II. AUDIENCE COMMENTS

None

### III. OFFICER REPORTS

A. **Secretary's Report**

**Motion to: Approve the minutes from February 8<sup>th</sup>, 2017 meeting**

**Motion by:** Director Kilbon                      **Seconded by:** Treasurer Manguso  
Four Votes For, No Votes Against- **Motion Carried**

B. **Treasurer's Report**

- Since this board meeting happens to fall so early in the month, February financials are not yet available.

**Motion to: Approve January Financials**

**Motion by:** Director Kilbon                      **Seconded by:** Secretary Nyberg  
Four Votes For, No Votes Against- **Motion Carried**

C. **Executive Summary** (please refer to March Board Packet for additional information)

• **Enrollment and Marketing**

- Retention numbers look much better, so far, than they have in previous years, however, overall enrollment is lower than the administration would like to see at this point.
- There will be summer outreach activities to help decrease the number of re-enrolled students that turn out to not attend.
- Open houses continue at the Wheaton building every other Saturday. Three or four families tend to show up each time.
- A summer recruitment plan and a corresponding schedule are being developed.

- Paragon night was recently held at the Wheaton building. Feedback was given by those who attended. The intermediate grades will host a Paragon night there this month.
  - **Faculty Retention**
    - At this point in time, all staff members, except one, have expressed confirmation that they will be returning next year.
  - **Behavior/Discipline**
    - Behavior plans have recently been put in place for a small number of students. Details of how these will be implemented were discussed.
- D. TES Corporate Report**
- The Semi-Annual TES report was presented by Joseph Hattrick. Items aligning to current points of focus were reviewed thoroughly.

#### IV. NEW BUSINESS

**A. Approval of amended 2017-18 School Calendar**

- PSD added another day off on the Friday before Christmas. This is the only change to the amended calendar.

***Motion to:* Approve amended 2017-18 School Calendar**

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

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

**B. Resolution Delegating Authority**

***Motion to:* Approve resolution regarding delegation of authority**

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

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

**C. Strategic Planning Discussion**

- A question was brought up around reforming the PTLO. If a parent orientation night was held, as well as a back-to-school night, school-wide expectations could be more easily communicated and would hopefully result in more interest and involvement in a PTLO or structured committee system.
- Currently, there is no system in place to organize volunteers. Parents are unclear as to what is available and how to go about volunteering.
- A brief discussion was held about the prospects of rebranding the school as TPAAK moves to the new location.
- An active School Accountability Committee (SAC) is another important structure that is not currently in place and needs to be set up and functioning for next year.
- A board retreat to provide board member training and to build a foundation for the strategic planning process will be held within the next few months. The League of Charter Schools can send someone to assist.
- Staff evaluations have been done in the past, but not on a consistent basis. A schedule and a plan that shows who performs the evaluation and what the evaluation criteria is needs to be developed and implemented.
- The budget for the 2017-18 school year does not include a position for the Director of Assessment. The position will potentially be added back in if enough funds are available, but there is no guarantee. School leadership going forward is another important topic that will need addressed in the upcoming months. Executive Director, James Lewicki, was brought in specifically to guide TPAAK in the renewal process. The renewal has been granted and TPAAK now has a solid base in which to continue building from.

## **V. CLOSING SECTION**

### **A. Adjourn**

Adjournment Motion made by Board-Chair Kornfeld at 6:07pm

Next regular meeting scheduled for April 12, 2017