



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 April 13, 2016

I. OPENING SECTION

A. **Call to Order:** By Chairman Kornfeld at 4:04pm

B. **Board Members in Attendance**

Chairman Kornfeld	(Present)	Treasurer Wager–Robertson	(Present)
Director Franko	(Present)	Secretary Nyberg	(Present)
Director Manguso	(Present)		

C. **Approval of Agenda**

Motion to: Adopt the agenda as presented

Motion by: Treasurer Wager–Robertson **Seconded by:** Director Franko
Four Votes For, No Votes Against- **Motion Carried**

II. AUDIENCE COMMENTS

- A TPAAK family member suggested that the schedule for the 2016-17 school year be more closely aligned with Poudre School District's schedule, in order to reduce the length of the school year and help compensate teachers for their hard work. She felt that any decisions made regarding the school start and end times should not be made because of what's going on with the CEC Middle School. Also, she had a concern about being able to fit in all the extra-curricular activities that are available this year, if there was a shorter day next year.
- A comment was made, by a parent, regarding the Paragon Curriculum. She felt that it is an essential part of the school and that the multi-cultural aspects it presents should continue to be taught. She would also like to see drama continued to be offered to all students.
- Another TPAAK family member agreed that it was okay to change the length of the school year to align with the Poudre School District, but felt it was unnecessary to change the length of the year to match the CEC Middle School.

III. OFFICER REPORTS

A. **Secretary**

Minutes for the March 9, 2016 and March 30, 2016 meetings

Motion to: Approve the secretary's reports as presented

Motion by: Treasurer Wager-Robertson **Seconded by:** Director Franko
Four Votes For, No Votes Against- **Motion Carried**

B. Treasurer

- In the March financials, there is a deficit on the balance sheet. This has been anticipated and is because there are funds that are back-owed to PPOR that have finally been realized. TPAAK does have enough to cover this, it just needs to be applied.

Motion to: Approve the February and March financials as presented

Motion by: Treasurer Wager-Robertson **Seconded by:** Director Franko

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

IV. ADMINISTRATIVE REPORTS

A. Executive Director

- **PTLO Update**
 - The PTLO has been asked by Executive Director, James Lewicki, to put together a “task force” to enhance and coordinate after school activities for next year.
- **2016-17 Staffing Update**
 - There have been over 40 qualified applicants. 15 interviews were held and 7 candidates were brought in for a 2nd phase interview and formal teaching assessment. Out of those, 6 were chosen as finalist candidates. One of those finalists has been given an offer and accepted.
 - A staff plan for the 2016-17 school year will be finalized and released within the next couple of weeks.
- **Academic Audit Report Recommendations**
 - The recommendations from the audit done by Dr. Korach will be valuable to inform staff with curriculum development and to aide in strategic planning.
- **Strategic Planning**
 - A short survey has been created using survey monkey to offer parents who were unable to attend the roundtable discussions a chance to voice their opinions on upcoming strategic planning topics.

B. Director of Operations

- **Enrollment Status**
 - Open enrollment is now closed and the deadline to return applications has past. As of right now, the FTE for the 2016-17 school year is sitting at 226.
 - First grade now has a waiting list.
- **McMurry External Renovations**
 - The 2 year plan that CEC has put together for ground renovations was presented. The focus this summer will be on changing the parking lot, improving the student drop-off/pick-up loop, and adding recreation space and equipment to Grainger field.
 - A traffic flow expert might be brought in to give advice on how best to structure the drop-off/pick-up flow.
- **Marketing**
 - The TPAAK staff is looking to create a task force of teachers and parents to put together a plan for what marketing will encompass over the summer.

V. OLD BUSINESS

A. Update on PERA Communication

- The PERA representative in charge of enrollment into the program did not think there would be any issue with TPAAK moving to PERA. TPAAK would need a new agreement

from the management organization stating that TPAAK is moving away from a privatization of employees to a board employment of staff.

B. IRS 990 Filing

- TPAAK originally held 501(c)(3) status when the school was formed. If taxes are not filed for 3 years, a 501(c)(3) status is revoked. When the status was recently reinstated, it was also backdated to 2010 (the year it was revoked).

(Amended) Motion to: Amend the contract with Holting & Company, Inc., presented by Tom Sistare, related to back-tax filings for the years 2010-2015 to get us in good standing, not to exceed \$7950 as an overall cost

Motion by: Treasurer Wager-Robertson **Seconded by:** Director Franko
Four Votes For, No Votes Against- **Motion Carried**

C. Preschool Lease

- A new proposal has been submitted by the AAK Preschool to the Board regarding rent negotiations for the 2016-17 school year. The proposal details were discussed.

Motion to: Respond to the AAK Preschool proposal for a reduction in lease, with an offer of \$85K starting at the beginning of the 2016-17 school year

Motion by: Treasurer Wager-Robertson **Seconded by:** Secretary Nyberg
Four Votes For, No Votes Against- **Motion Carried**

D. Presentation of Options A, B & C 2016-17 Calendars

- Three options regarding the 2016-17 school year calendar were presented by the TPAAK staff. Impacts that each option might have on academics, students, families, teachers, and charter renewal were discussed.

(Amended) Motion to: Accept the TPAAK 2016-17 school calendar option B as presented

Motion by: Treasurer Wager-Robertson **Seconded by:** Director Franko
Four Votes For, No Votes Against- **Motion Carried**

VI. NEW BUSINESS

A. CSI Renewal Contract

- The motion to approve the renewal contract from CSI has been tabled until further information is received regarding the PERA communication condition.

B. TES Contract and Agreement Changes

- All modifications to the contract with Tatonka for the 2016-17 school year were reviewed and discussed.

C. Board Recruitment Efforts

- The Board is looking to add two new members, specifically someone who has a background in finance and someone with a fine arts focus.
- A few people in the community have been approached, but interest has yet to be found.

D. Review of Proposed Preliminary Budgets for 2016-17 School Year

- Several preliminary budget options for the 2016-17 school year were presented by the TPAAK staff. The details and potential impacts of each budget option were reviewed and discussed.
- The TPAAK Board has requested the staff revisit the proposed budgets and determine if there is any other proposal they might consider bringing to the Board based off of today's discussions.

- A discussion was held to help determine whether there should be 2 or 3 kindergarten sections for the next school year. The TPAAK staff is concerned there will not be enough space the following year for all of the students who wish to continue at TPAAK for first grade.

VII. EXECUTIVE SECTION

***Motion to:* Move into executive session authorized by C.R.S. § 24-6-402 (3)(a)(i) Property; TPAAK Executive Director, James Lewicki, and Director of Operations, Shannon Keigan, are invited to join**

***Motion by:* Treasurer Wager-Robertson *Seconded by:* Secretary Nyberg
Four Votes For, No Votes Against- **Motion Carried****

Executive Session Call to Order by Chairman Kornfeld at 6:33pm

Executive Session Adjournment Motion made by Director Franko at 6:46pm

No Board actions were taken in Executive Session.

VIII. CLOSING SECTION

A. Adjourn

Adjournment Motion made by Chairman Kornfeld at 6:47pm

Next regular meeting scheduled for May 11, 2016