



T.R. Paul Academy of Arts and Knowledge
aka Northern Colorado Academy of Arts and Knowledge
4512 McMurry, Fort Collins, CO 80525

“The mission of TR Paul Academy of Arts and Knowledge is to teach students the joy of learning and the importance of expressing individual talent artistically and academically while enhancing community & culture.”

Board Meeting Minutes for October 8, 2014

I. OPENING SECTION

1. **Call to Order:** By President Gorski at 6:07pm

2. **Roll Call**

Board Members in attendance:

President Gorski	(Present)	Treasurer Wager–Robertson	(Present)
Director Kornfeld	(Present)	Secretary Nyberg	(Present)
Clark	(Absent)		

3. **Consent Agenda**

Approval of September 10, 2014 minutes

Approval of year-to-date financials

Motion by: Director Kornfeld	Seconded by: President Gorski
President Gorski (Aye)	Treasurer Wager–Robertson (Aye)
Director Kornfeld (Aye)	Secretary Nyberg (Aye)
Clark (Absent)	

II. SCHOOL & STRATEGIC OVERSIGHT

1. **Mosaica and HoS Report:**

- The October count day went very well. The count ended at 249 students, which gives us 222 funded.
- Mosaica Regional VP Andy Franko provided an attendance report for the 2013-14 school year. Over the entire enrolled population at TPAAK, the average daily attendance rate was 93%. Mosaica expects a 95% or greater attendance rate for their students. The TPAAK board and staff need to determine what attendance rate would be best for TPAAK to strive for and what actions should be taken if students fall under that mark.
- Ways to encourage families to bring their kids when they normally might choose to keep them home:
 - Provide quality education all the way to the end of the school year
 - Send the message out that it is an expectation for students to be in school
 - Focus initially on the families who are falling under a 91% attendance rate and have a conversation with them
 - Schedule and announce interesting activities to be held on days identified to typically have lower attendance

- Additional details regarding this problem area need to be analyzed. A request has been made to break the report down by grade and to show if there are specific days throughout the year students tend to miss the most.
- There have been families who are routinely dropping their kids off late to school. The HoS has contacted some of these families to try and convey to them the importance of being on time and find out if there is any way TPAAK can help with their situation. Any suggestions on how to incentivize students or their families to not be tardy are welcome.

2. Preschool:

- On September 12th, the preschool director was let go and her responsibilities were assigned to other preschool staff.
- A new staff member was recently hired who is both lead teacher and director qualified.

3. Marketing:

- On October 25th, TPAAK will be holding a booth at a Halloween event in Loveland
- All pre-marketing will be planned by mid-November to ensure it gets done before the holidays
- Beginning in January/February we will need to be prepared for the preschool fair, kindergarten enrollment, and 1st-5th re-enrollment
- Middle School re-enrollment in the Poudre school district can happen as early as mid-November

4. Fundraising:

- TPAAK needs to investigate how to hold art based activities that bring the community to us. Going out into the community has helped gain visibility, but hasn't been as effective as desired in increasing enrollment. Bringing the community to the building could help yield better results. Ideas to accomplish this:
 - Hold an elementary targeted "First Friday" event, inviting ANY elementary aged student to submit a piece of artwork to be displayed at TPAAK. Once a month, the community would be invited in to see the exhibit. This would not only show off the school, but help to convince the community that we are the premier arts school in Fort Collins.
 - Showcase our music program with an open mic night or a coffee house once a month in the cafeteria.
 - For drama, hold a one act play festival. Anyone can enter, individuals or groups. Acts will be judged and prizes would be awarded.

5. Grants:

- Trying to get money for field trips to the Children's Theater show

6. Technology:

- A representative was in from BES to discuss printer servicing options. They don't have a printer servicing program. The representative suggested reducing our printer fleet significantly and utilizing our copiers more. This does not seem to be the best option for TPAAK.
- Another print company, All Copy Products, will be doing an analysis of our print environment and giving a proposal to show how we could be setting things up more efficiently.

7. Curricula:

- Common core standards still have not come through with the Real Math Curriculum.
- GoMath is the curriculum that Banning Lewis uses, it was built with the common core standards integrated. It would likely cost roughly \$50k to move to GoMath. It might be possible to run a pilot program in one grade. More information needs to be compiled.

8. Budget Overview/Strategic Planning:

- The current budget shows an enrollment number of 262, the budget that was previously approved had been adjusted down to 240. Somehow the adjustment was not sustained and needs to be accounted for.
- Colorado Early College's survey has already shown 75 students who are interested in attending a CEC Middle School. CEC is currently working on both the application for the expansion grant and the charter expansion application. They are planning on enrolling 200 students for the Middle School.
- Things which need updated on the budget spreadsheet are as follows; staffing amount, salary adjustments, deficit amount, rolling calendar (new column for each month), and pupil count.
- The per pupil funding amount shown in the budget was intentionally set to the lowest amount that was received last year, at \$6130. This number will be updated after determining what the state will actually give.
- A lawsuit has been filed against Mosaica by Tatonka Financial Corporation. CSI's Executive Director, Ethan Hemming, has been in contact with the TPAAK board to determine if Mosaica has any assets within TPAAK that could potentially be seized in a lawsuit. They have also requested that the board provide them a written update indicating that the board has sought the advice of independent counsel regarding potential implications of the situation and preventative actions that the board should be aware of in the event that Mosaica's ability to serve the school is impacted.
- Our audit company, Swanhorst, has missed the September 30th deadline. It has been recommended that we put the need for an audit company up for bid.

9. Handbook

- Changes were made to the Dress Code section:
 - Belt color has to be solid
 - Solid sweatshirts are acceptable, as well as TPAAK sweatshirts
 - Solid color turtle-neck, long sleeve t-shirt, or solid white undershirt may be worn under dress-code polo shirt
 - No visible underwear
 - No visible tattoos or temporary tattoos
 - TPAAK t-shirts can be worn only for field trips and on respect assembly days
- Added a section regarding indoor drop-off requirements. Kindergarteners have to be walked by a parent to their classroom door. All other students should be dropped off at the front desk and can proceed to their classroom on their own.
- An amendment was made to change the wording regarding parking in the "Domino's Lot" to state "the parking lot south of the school", since Dominos is no longer there.

III. BOARD ACTIONS

a. Handbook – Dress Code, Drop-off/Pickup

Motion to approve amended Dress Code and Pickup/Drop-off Policies

Motion by: President Gorski

Seconded by: Director Kornfeld

President Gorski (Aye)

Treasurer Wager–Robertson (Aye)

Director Kornfeld (Aye)

Secretary Nyberg (Aye)

Clark (Absent)

b. New Board Member

Motion to accept Dennis Clark's resignation and appoint Joel Manguso to empty seat

Motion by: President Gorski

Seconded by: Treasurer Wager-Robertson

President Gorski (Aye)

Treasurer Wager-Robertson (Aye)

Director Kornfeld (Aye)

Secretary Nyberg (Aye)

Clark (Absent)

IV. AUDIENCE COMMENTS

None

V. CLOSING SECTION

Next meeting scheduled for November 12th, 2014

Adjournment Motion made by Treasurer Wager-Robertson at 8:16pm