



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 December 10, 2014

I. OPENING SECTION

1. **Call to Order:** By President Gorski at 6:06pm

2. **Roll Call**

Board Members in attendance:

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

3. **Consent Agenda**

Approval of November 17, 2014 minutes

Approval of October year-to-date financials

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

II. SCHOOL & STRATEGIC OVERSIGHT

1. **Mosaica and HoS Report:**

- Second quarter Scantron testing has been completed. Scores in every class have improved. All students were able to complete testing.
- A fourth grader won a Champion award for his art work in the Western Stock Show. His piece was framed and matted and will be on display at the Stock Show. Only 10-15 awards were awarded out of 360 entries.
- The CEC Middle School Charter expansion was approved by the CSI Board.
- The November Parents-Night-Out was a success. Another one will likely be held in January.
- A representative from the trauma center at CSU came in for Professional Development and discussed what happens when children have trauma of any kind.
- Help Counter is the volunteer software used at Banning Lewis. This might be something for TPAAK to look into for tracking volunteer hours.
- The TPAAK Board needs to move toward a committee structure and away from full Board work sessions that are currently being used.
- Going forward, only Treasurer Wager-Robertson, the HoS, and the TPAAK Business Manager will be accompany Mosaica’s Regional Vice President Andy Franko and Regional Controller Tina Wallace on the monthly finance calls. Treasurer Wager-Robertson will report to the Board on these discussions.

2. Preschool:

- Regional Vice President Andy Franko has recommended a committee chair be appointed to a preschool oversight committee. Director Manguso has been suggested for this position.
- Director Manguso wishes to disclose that he has a child in the preschool program.
- In order to help increase involvement of the preschool with K-5, they will be performing at the respect assembly.

3. Marketing:

- Fliers have been made to advertise upcoming TPAAK open houses, ad space in RN Parent has been secured, and there are ads in Growing-Up Fort Collins and in the Coloradoan.
- The first open house was a success, multiple families were present.
- Treasurer Wager-Robertson will chair the Marketing Committee with the TPAAK Business Manager and Secretary Nyberg as committee members.
- Mosaica marketing photographer and videographer will be at TPAAK next week.

4. Fundraising

- Treasurer Wager-Robertson will chair a Fundraising Committee with Director Manguso as a committee member.
- The Giving Letter that was composed before the Hole-In-One event needs revised and sent out to as many places as possible. Ideally, this letter would be sent out before Colorado Give Day, but that window was missed this year. If it is sent out soon, donations can still be in before December 31st to maximize contributions.
- The Band-Aid fundraiser needs to be organized and a date needs established, perhaps in March or April.
- The Barnes and Noble fundraiser has been moved to Boomers Music. Barnes and Noble double-booked events and TPAAK had to change dates. February is being considered for the reschedule.

5. Grants

- Treasurer Wager-Robertson will chair a Grants Committee. Possible members could include Secretary Nyberg, Tim Nyberg, Melisa Esposti, and Natalie Morecroft.
- TPAAK would like to apply for a Home Depot grant, but the application asks if veterans will be involved with the school improvements the grant would be used for. This year, TPAAK has a contact to a group of veterans and would like to explore benefits TPAAK could provide to them in return for ways they would be interested in helping the school.
- In January, a string ensemble will be started. TPAAK is looking for any grants that will help with this.

6. Technology:

- Secretary Nyberg will chair a Technology Committee.
- All Copy Products has a contract ready for signing as soon as TPAAK is ready, this week or early next week. They are hoping to get new devices in before teachers return from winter break.
- Training for the new printers and copiers is flexible in regard to group size and scheduling. Ideally, it will occur shortly after staff returns from the break.
- It might be worth looking into a new Library Cataloging system to cut down on Software licensing fees for next year.

7. Strategic Planning:

- Director Kornfeld to chair a committee regarding Colorado Early Colleges.
- The CEC Committee will take on looking at different options for the floor plan.

- President Gorski to chair an adhoc committee focused on debt reduction and bond negotiation. Members on this committee to include Director Kornfeld.

8. Budget Overview

- The most recent amended budget shows a deficit. This is to meet the requirements of CSI.
- Monthly meetings with CSI are being held. Five year projections with a five year budget plan is required by CSI and is under development.
- It is recommended by Treasurer Wager-Robertson to accept the budget in its current state. All changes required and recommended by CSI have been made.
- As a condition of the Authorizer of T.R. Paul Academy, (Charter School Institute) the Board of Directors is required to notify the public of the reduction of the accreditation rating of the school from performance to priority improvement. Reason for reduction in accreditation is based on the schools failure to meet the tabor reserve.

Financial condition is being remedied and the school is complying with the Authorizer to remain in good standing if you have any questions please see the board Treasurer.

9. Handbook - Dress Code

- Teachers have requested that TPAAK branded shirts/sweatshirts be allowed to be worn at any time, not restricted to just spirit days and field trips.
- Staff needs to enforce that students only wear solid color or TPAAK branded sweatshirts.

III. BOARD ACTIONS

- a. Motion to restructure the chair position of preschool oversight to Director Manguso

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

- b. Motion to appoint appropriate Board members to chair committees as discussed

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

- c. Motion to accept Early Colleges proposal for a 5 year lease on the third floor

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

- d. Motion to accept amended 2014-15 budget

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

- e. Motion to amend the pickup/drop-off policy and dress code updates made to the handbook as a result of teacher recommendations

Motion by: President Gorski	Seconded by: Treasurer Wager-Robertson
President Gorski (Aye)	Treasurer Wager-Robertson (Aye)
Director Kornfeld (Aye)	Secretary Nyberg (Aye)
Director Manguso (Aye)	

IV. AUDIENCE COMMENTS

None

V. CLOSING SECTION

Next meeting scheduled for January 14th, 2015

Adjournment Motion made by President Gorski at 7:45pm