

# T.R. Paul Academy of Arts and Knowledge

aka Northern Colorado Academy of Arts and Knowledge

October 8, 2013 6:00 pm

4512 McMurry, Fort Collins, CO 80525

## Board Meeting Minutes

### ***OPENING SECTION (20 minutes)***

1. **Call to Order**

Board President

Time Started: 6:17pm

Pride through Performance

The mission of TPAAK (NCAAK) is to teach students the joy of learning and the importance of expressing individual talent artistically and academically while enhancing community & culture.

2. **Roll Call**

Board President

Board Members present in attendance:

( ) Bennett ( ) Clark ( X ) Gorski ( X ) Kornfeld ( X ) Wager - Robertson

3. **Consent Agenda**

Approval of September 10, 2013 minutes with addition of executive session citation CRS § 24-5-402(3)(b)(I) actions regarding students

Motion: Gorski

Seconded: Wager - Robertson

Roll Call: ( ) Bennett ( ) Clark (Aye) Gorski (Aye) Kornfeld (Aye) Wager - Robertson

Approval of nine page 2012-13 financial audit draft report. (See item 10 below.)

Motion: Kornfeld

Seconded: Gorski

Roll Call: ( ) Bennett ( ) Clark (Aye) Gorski (Aye) Kornfeld (Aye) Wager – Robertson

Approval of August 31, 2013 year to date financials

Motion: Gorski

Seconded: Wager - Robertson

Roll Call: ( ) Bennett ( ) Clark (Aye) Gorski (Aye) Kornfeld (Aye) Wager – Robertson

### ***SCHOOL & STRATEGIC OVERSIGHT (60 minutes)***

1. **Mosaica and HoS Report** – October first funded student count was close to last years number. Less then was hoped but close to goal of maintaining enrollment. Entered into the minutes

New administrative reporting form is being developed. HOS still needs top be added to TPAAK accounts.

2. **Preschool** – Shauna and Sam met with four of the preschool teachers to discuss concerns. Shauna also met with the preschool director to discuss direction and challenges facing the preschool.

3. **PTLO** – Question regarding if check registry is being posted on website

4. **Calendar**- Future Calendars will have one semester per page instead of a full year.

5. **Paving bids** – pavers completed at significantly lower cost.
6. **Marketing**- Youtube channel is planned. Interview of HOS by Carol with Northern Colorado Channel. Questions were asked as to whether Mosaica offers public relations training.
7. **Grants**: Safeway, Albertsons, Walmart, Mildred-Arnold, and field trip grants are being explored and pursued.
8. **Technology** – Additional routers planned for increased wireless coverage. Brian will review Mosaica central purchasing price for cost efficiency.
9. **Curricula** – Lego program currently has 12 stations available. Board would like to see some experimental use of the program or plan for use next semester by end of the calendar year.
10. **Budget overview** – Receipt of numbers for year start were delayed. It now appears that funding dropped by two hundred dollars per student. Total revenue gap is still undetermined. The Academy has received the final draft audit report from its Auditors, Swanhorst & Co., for the fiscal year ending 6/30/13. The auditors are issuing a standard unqualified opinion. On page 3 of the Financial Statements, the Auditor's report shows that the Academy ended the 2012-13 fiscal year with a fund balance of \$73,912 of which \$61,000 is restricted for complying with State TABOR minimum reserve requirements. The Board accepts this report and will instruct the Swanhorst & Co. to release the report to the Charter School Institute and the Colorado Department of Education along with the Academy's Accreditation Report.
11. **Board terms of Office Policies and Elections**  
Discussed whether we want the Board reappointment date to be the Board meeting date or go back to April 1.
12. **Strategic Planning** – Schedule Board planning session to plan for revenue/funding gap.  
Executive session to discuss contract with CSI.
13. **Audience Comments** Board President  
Question was asked if Boy's Scouts and Girl's Scouts need to have charter renewed with school approval. HOS will inquire with Ms. Hahn, Third grade teacher, who has dealings with Scouts.
14. **Board Action**
  - a. Move to appoint Dennis Clark to new 3 year Board term effective October 8, 2013  
Motion made by: Kornfeld      Seconded: Wager - Robertson  
Roll Call: ( ) Bennett ( ) Clark (Aye) Gorski (Aye) Kornfeld (Aye) Wager - Robertson
  - b. Move to approve Student Code of Conduct and updated Student Parent Handbook.  
Motion made by: Gorski      Seconded: Kornfeld  
Roll Call: ( ) Bennett ( ) Clark (Aye) Gorski (Aye) Kornfeld (Aye) Wager - Robertson
15. **Executive Session**  
Move to enter executive session under CRS § 24-5-402(3)(a)(V) employee negotiations at 7:23pm  
Motion made by: Kornfeld      Seconded: Kornfeld  
Roll Call: ( ) Bennett ( ) Clark (Aye) Gorski (Aye) Kornfeld (Aye) Wager - Robertson

***CLOSING SECTION (10 minutes)***

**1. Adjournment 8:16pm**

Adjournment motion made by: Kornfeld

**Mosaica Report**  
**TPAAK Board meeting**  
**October 8, 2013**

**To: Members of the TPAAK Board**

**From:** Eric Dinnel, Regional Vice-President Mosaica Education, and Phyllis Nakagawa, TPAAK Head of School

**Financial Review:**

The monthly Financial Committee conference call with Roger Gray will be held on Monday, October 7, 2013 at 8am. We will be discussing the 2012-13 audit update, October count and August, 2013 actuals

**Enrollment and Marketing:**

Official October count numbers: 285 (kindergarten -8<sup>th</sup> grade)

Makers Faire, October 5<sup>th</sup>, Loveland, CO (10am-6pm). A booth was negotiated for free.

**Academic Achievement -**

Fall Scantron testing for all grade levels has been completed. State field testing has also been completed. Mr. Nakagawa, IT tech support for TPAAK, did a fantastic job ensuring our computers and systems were prepared for the field test.

Paragon Night was held on September 24<sup>th</sup>, 2013. Gene and Dawn Eidelman, Mosaica Co-founders, were in attendance.

**Professional Development:**

Scantron and data analysis training was provided onsite by Andy Franko, Banning Lewis Ranch Academy HoS

Mr. Dinnel attended the Fall CSI Leaders meeting. Several updates were forwarded to TPAAK staff members regarding October count and resources at CSI.

Mosaica Leadership Institute mentoring program will begin in October for new leaders in the region. Ms. Nakagawa attended two MLI training sessions out of state over the summer. The mentoring program will last the remainder of the year and she will be assigned a mentor from the Western Region.

**Board training opportunities:**

2014 Colorado Charter Schools Conference

February 20-21, 2014

Hyatt Regency Denver Tech Center Visit [www.coloradoleague.org/charterconference](http://www.coloradoleague.org/charterconference)

**Executive Session:** not requested