

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

Board Meeting Minutes for August 13, 2014

I. OPENING SECTION

1. **Call to Order:** By President Gorski at 6:05pm

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 June 11, 2014 and July 9, 2014 minutes

Approval of April, May, and June Financials

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

II. SCHOOL & STRATEGIC OVERSIGHT

1. **Mosaica and HoS Report:**

- Discussions have begun with Early Colleges about renting space from TPAAK. Details are still in preliminary stages. Mosaica RVP Andy Franko will take the lead in further discussions.
- TPAAK has a new OT and Speech Pathologist. Both are very qualified.
- A new 4th grade teacher was hired. Veteran teachers were placed in other 4th grade classroom to help suppress parent anxiety regarding the abrupt resignation.
- The art teacher has been offered a job within Poudre School District. Multiple reasons have been given which strongly support a dedicated effort to find and offer compensation that would allow her to stay at TPAAK.
- A proposal needs to be sent to the Mosaica board, by September 2nd, which outlines the debt/interest deferment plan involving the bond holders and Mosaica and showing strategies that will be implemented to get TPAAK out of this situation in the future.
- Mosaica awarded HoS Phyllis Nakagawa and the TPAAK Staff the Mosaica Literacy award. This award is given to only one Mosaica school each year based on high achieving students in the area of Literacy.

2. Preschool:

- Responsibility of oversight for the preschool has been loosely defined in the past and resulted in confusion on how the preschool is structured within TPAAK. Preschool employees, which are employed by Mosaica, should be supervised by the HoS. The board (being an operational board over the preschool) has the obligation to set preschool policies and procedures. The authority to carry out those policies and procedures falls on Mosaica and the HoS.
- With the addition of the third preschool room, a structure has been proposed to best accommodate both families wanting a full-time schedule with an academic focus and families needing a flexible part-time schedule. The three classrooms would be structured as follows:
 1. Exclusively pre-K, with a set academic curriculum that includes Paragon. This classroom would require 3 or more days of attendance per week.
 2. Exclusively preschool, with a set academic curriculum. This classroom would require 3 or more days of attendance per week.
 3. A day care room, with a more flexible curriculum, that would allow children with 1 or 2 day schedules.
- Two preschool teachers made a request for an increase in salary. Discussions began about an annual increase in preschool tuition to cover a yearly cost-of-living raise for preschool teachers. Tier pricing could be utilized to help minimize the effects felt on families in regards to rate increases. The board is not sure this is the best solution as this idea was met with a lot of resistance last year. Further analysis into the preschool budget is needed before a decision can be made regarding pay rate increases.

3. Marketing:

- TPAAK will have a booth at the Peach Festival and the remaining Farmers Markets that run throughout September, and will participate in the Harvest Festival parade.
- Boost posts and advertising on Facebook have recently been utilized to help increase TPAAK visibility.

4. Fundraising:

- There have been a lot of ups and downs with insurers for the Hole-In-One Golf Challenge. Chris Gorski has found an insurer who will allow entries up until the start of the event. They will also adjust the count as long as a message is sent prior to the first swing.
- Currently, there are no pre-registrants for the Hole-In-One Challenge despite the extensive work done to promote it:
 - Valpak ad was sent out
 - Posters are on display in various coffee shops and restaurants around town
 - Fliers were handed out at the Farmers Market and Art-in-the-Park
 - The event was listed on all the free event websites and on Facebook
 - Two large banners are on display, one at TPAAK and the other at a Golf CourseThe hope is that people are waiting until the day of the event and most of the participants will be walk-in registrants.
- To encourage pre-registration:
 - The event will be promoted at upcoming New West Fest
 - Fliers will go out in Monday folders
 - A special Dragon Mail can be sent out
 - Fliers will be attached to Domino's pizza boxes

- A 3-day window where TPAAK families can sign up at a discounted rate will be provided
- Pre-registrants will also receive a \$25 gift card to Khumbu as an incentive for signing up early

5. Grants:

Nothing to report

6. Technology:

- Through donations from the USDA and from HP, there are enough computers throughout the school for this year.
- All student computers are set up and running.
- Non-working CRT monitors have recently been donated to Goodwill. When items are donated, a reduction of assets statement should be created to be approved and added to the financials. Goodwill will provide a receipt with a fair market value of accepted items.

7. Curricula:

- The HoS and CIS attended a training session which taught how to align the new Common Core standards and apply them to lesson plans. The alignment from the literacy program has been received. Waiting to receive alignment for math, but it is done.

8. Budget Overview/Strategic Planning:

- Grant money must be used within the same fiscal year it is granted.

9. Student Handbook

- There has been extensive work done to revise and restructure the Student Handbook in an attempt to simplify it and make sure the policies stated within are up-to-date.
- According to State Law regarding truancy, students must attend school a certain percentage of the 180 day district school year. Because of the longer school year at TPAAK, this would allow students to miss up to 25 days without consequence. Mosaica policy requires students to be in attendance no less than 95% of the school year or the student could be kept from advancing to the next grade. The board needs to decide if TPAAK should adopt a similar policy.
- A question regarding whether there should be a background check required for all volunteers that could be alone with a student needs to be addressed by the board. The CBI background check can be done online and costs \$8.

III. BOARD ACTIONS

None

IV. AUDIENCE COMMENTS

None

V. CLOSING SECTION

Next meeting scheduled for August 10th, 2014

Adjournment Motion made by Director Kornfeld at 8:41pm