

T.R. Paul Academy of Arts and Knowledge
aka Northern Colorado Academy of Arts and Knowledge
March 11, 2009 4:00pm
Board Room, 4512 McMurry, Fort Collins, CO 80525
Board Meeting Minutes

OPENING SECTION (20 minutes)

1. Call to Order Board President

Time Started: 4:00

2. Roll Call Board President

Board Members present in attendance:

(X) Bauer () Bennett (X) Cyr (X) Eastman (X) Fries (X) Hughes

3. Pledge of Allegiance Board President

4. Approval of Agenda

Motion: Move to adopt agenda as presented

Motion made by: Fries Seconded: Bauer

Discussion: recommend review of CCSI report under Mosaica Report (2. c) below and discussion of teacher retention under School Excellence (2. a 5.) below.

Note these additions as friendly amendments.

Roll Call: Unanimously approved

5. Audience Comments Board President

Randy Haynes, parent—commenting on dress code:

Mr. Haynes raised a request to allow kids to wear cargo pants because they are less expensive and they are more durable. He notes that his kids grow out of the typical cargos before they can destroy them.

Second request is to change the specification that socks not be low-cut. He notes it's hard to get his kids to wear socks at all, so if they're wearing socks, their length should not be an issue.

Terry Gogerty and Laura Szech noted that the reasons for these rules as they exist are:

- Cargo pants can be used to conceal weapons.
- Socks that can't be seen might make other kids think it's OK not to wear socks.

Julia Bauer will review these rules with Laura and return with a recommendation about modifications to the dress code.

SCHOOL OVERSIGHT (60 minutes)

1. Board Discussion

a) Discussion of meetings with CSI Board (Celeste) and Staff (Lee and Randy).

- Matt and Barry met with Celeste from CSI, had an excellent conversation, and received helpful materials and training links.
- Matt and Barry met with Lee Barratt and Karen DeSchryver and received positive feedback about the school. The CSI reps described our academic standing as good—we are in the right “quadrant” and heading in the right direction.
- Good to be working more closely with CSI.

b) Discussion of CSI and Mosaica contracts.

- If we revise our Mosaica contract, CSI will need to approve the new contract. We'll have a letter to Mosaica regarding accountability by the end of this week.

c) Financial Discussion

2. Mosaica Report

a) Terry Gogerty – Executive Vice President

1. 2008-2009 Amended Budget status (Loan Deferral)

- Terry is attempting to contact Tip Paul (T.R. Paul's son) to determine whether they will approve deferral or donation of this year's bond payment.

2. Marketing status

Mr. Gogerty provided a written report with details about ongoing marketing efforts, including:

- Direct mail
- Video
- Web site and optimization efforts
- Sign waver (a person to stand on the sidewalk with a sign)

Additional marketing has been put on hold pending review of initial efforts, which appear to have been very successful.

3. Other notes:

- Signage for the building is on its way.
- Enrollment numbers are FAR ahead of last year and we're well on our way to exceeding our enrollment goals by May.
- Potential development of a postcard mailer to target middle school is being considered. The projected cost of approximately \$5000 is already accounted for in the existing marketing budget.
- Student Placement, Promotion, and Retention Policy has been revised. Board members need to review that document, send any ideas for further changes to Laura Szech, then be ready to approve the document at next meeting.

b) Laura Szech – Chief Administrative Officer (CAO)

1. School Accountability Committee status

- Still working on developing committee. Need a community member and 2 parents. Would like to have it ready by April.

2. Status of Recruiting—

- Most students who have left have been in October and December (natural breaks).
 - Brought in students who were wait listed.
 - Pre-enrolled new students—21 kindergarten (which would make us full in 4 kindergarten classes); 15 in other grades.
 - About 33 are not re-enrolling—14 are middle school, 17 are k-5; middle school reasons are varied and complex; a significant number of k-5 are not re-enrolling because of moves.
3. Volunteer hours
- Right now we're at 1326.6 recorded hours for the school year to date.
 - Need to encourage parents to record their hours! (Board members, this means you!)
4. Response to Intervention (RTI) program has begun
- Board requests overview of RTI laws and guidelines next month.
5. Tutoring
- We switched Mr. Mason's hours to allow him to do after-school tutoring.
6. Next year's proposed calendar submitted to Terry Gogerty and the Board for review.
- Formal approval scheduled for April meeting.
7. OASIS
- Discussion of outsourcing the Oasis program so that we don't have to deal with the administration of it.
 - PSD uses Base Camp—Its high points include a very complete and well-established program and a sliding fee scale. However, the after-school fee is \$14 per day. Also, they don't provide a kickback for the business we send them.
 - In Colorado Springs, the YMCA provides after care and do give a kickback.
 - Thompson School District in Loveland uses the SAIL program—we can also check them out.
 - Summer Oasis option
 - Day care option--to keep para professionals employed and provide day care for teachers' kids, we could establish on-site day care and we could continue to make money from fees.
8. Special donation
- Matt and Suzanne Fries (on behalf of Curves) donated a set of books that they received from a local author! Thank you!
9. Lunch participation status
- The report handed out to Board members looks like participation has dropped; however, that report doesn't take into account the cold lunches we provide. We actually make money on these lunches, but they aren't counted.

c) CCSI report

- Barry Eastman and Terry Gogerty provided copies of Mosaica contract, CSI contract, Executive summaries from CCSI audit, and summary of CCSI audit recommendations.
- The school will have a way of documenting our progress for each recommendation, and in 1 year, we'll have a follow-up evaluation. Our steps should involve reviewing the items and identifying which are complete, which are inaccurate, which don't apply, and which are action items.
- Note that with a School Advisory Committee in place, we can knock out a bunch of the high-level items very quickly.
- Board action—review and digest all of the above materials and be prepared to attend a special weekend session to create an action plan.

3. Consent Agenda

The Board will act upon all items as a package unless a member wishes to remove and separately act upon an individual item.

- a. Approval of minutes for February 11 and February 22 of 2009
- b. Acceptance of January Financial Reports

Motion: Move to approve the consent agenda as presented.

Motion made by: Fries Seconded: Cyr

Discussion—January Financial reports—

- Before and after school tuition and lunch figures need to be reconciled with internal accounting that Rebecca keeps.
- In addition, facilities rent that we have collected from square dancing group is not reflected correctly in this report.
- Under expenditures, note that we're running a bit high on salaries, but by the end of the year we should be close or be able to adjust to correct.
- Mosaica fees get paid at the end of the year.
- Possibility that CDE will refund all or part of its 2% fee for the year.
- Instructional supplies are low; at the end of the year, they order next year's supplies, so that's when the bulk of items will be ordered.
- Special note about line 191—starting next year, we are required to have 5% unrestricted working capital reserve fund.

Roll Call: Unanimously approved, with notes as listed.

4. Board Action

Motion: Move to appoint Donna Gallup to the TPAAK Board of Directors.

Motion made by: Fries Seconded: Bauer

Roll Call: Unanimous

Notes: In April we'll officially approve next election date. Expect that we'll have two available seats available.

STRATEGIC DIRECTION (30 minutes)

1. STUDENT ACHIEVEMENT

- a) Student Achievement Goals (Bauer)
- b) January planning meeting action items
 1. Parent volunteer hours to Board (Szech)
 2. Finalize ongoing test score metrics for Board monitoring (Szech w/ Bauer)

2. SCHOOL EXCELLENCE

- a) School Excellence Goals
 1. Website Committee (Cyr)
 - Web optimization has begun with placement of Google adwords ads; met with Larry Carillo, who is ready to perform code optimization.
 - Working on meeting with Justin next week to continue Web site updates.
 - Laura Szech—will create FaceBook page over spring break. [Dawn Cyr will confirm that Larry is not already doing this—also Wikipedia page]
 2. Recruiting Committee (Fries)
 - Goal of –solid- 500 students by May, 2009
 3. Public Relations Committee (Bennett)—
 - We are in the St. Patrick's Day parade—want to pass out fliers and bookmarks and candy.
 - Laura Szech will send out another Google announcement about this parade.
 4. Fundraising Committee (Hughes)
 - Business recommendation pages for Web site—want to promote local businesses that support TPAAK so that families will shop with them first.
 - Michael Hughes will work with Justin Tran to set up these pages.
 5. Teacher retention notes—reviewed
 - Comments about professional development—plan to do a teacher needs assessment and tap into existing Mosaica resources to address those directly.
 - Note that Mosaica is establishing for next year a 3-tier model for professional development
 - Behavioral Specialist requested for this year—Barry Eastman, Laura Szech, Matt Fries, and Terry Gogerty will meet to review and assess feasibility of this item.
- b) January planning meeting action items
 1. List of waiting list students, students who applied, and students who have left (Szech)
 2. Mosaica – redo contract with loans (Eastman/Fries)
 3. Determine owner for activities of retaining students (Eastman)
 4. Space options outside of school, High School ideas, Long-term School Development, Online School (Fries & Gogerty)

CLOSING SECTION (10 minutes)

1. Executive Session (if needed)

An executive session is requested to address items per C.R.S. 24-6-402 (4) (e) and (f) involving a conflict between parents and a teacher regarding the teacher's interaction with a student.

Motion made by: Eastman Seconded: Fries
Time: 6:05 p.m. Roll Call: unanimously approved.

Completed Executive Session (time): 6:26

2. Future Business

- a) Next Board meeting
- b) RTI discussion
- c) Plus / Minus / Delta - Board Meeting Review
- d) Promotion/retention policy approval
- e) Calendar approval
- f) 2009-2010 proposed budget

3. Adjournment

Adjournment motion made by: Cyr Seconded by: Fries
Roll Call: unanimous

Meeting adjourned at 6:27 p.m.

-----REFERENCES-----

Vision/Mission/Slogan (from October 2008 Planning Meeting)

Vision

To create a regional school where high academic expectations coupled with an emphasis on the arts provides a well-rounded education that fosters respect for self and others while enhancing each individual's contribution to society.

Mission

The mission of the Northern Colorado Academy of Arts and Knowledge (NCAAK) is to craft and implement an imaginative and rigorous learning environment for teaching and learning. This program will link academics to the arts and link an arts education to community cultural resources. Ultimately, our goal is to teach students the joy of learning and the importance of expressing individual talent artistically and academically.

Slogan

Pride through Performance

GOALS

Student Achievement

- 90% test scores (quantitative)
- Participation levels (qualitative)
 - o Parent volunteer hours
 - o Students in Brain and Brawn each year

School Excellence

- Full school (475 students) w/ waiting list (25%)
- No debt by EOSY 2013

- Community Outreach – 4 events in 2008 to 2009
- 90%
 - o Student Retention
 - o Parent Satisfaction
 - o Teacher (Staff) Retention