

Tempe Preparatory Academy
Board of Directors
APPROVED MINUTES

Date: Thursday November 13, 2008

Time: 6:00 p.m.

Location: Student Union

A regular meeting of the Tempe Preparatory Academy Board of Directors was held in the Student Union of Tempe Preparatory Academy, 1251 East Southern Avenue, Tempe, Arizona, pursuant to A.R.S. 38-431.02, notice having been duly given.

Board Members Present: J Hughes, President. G Golka, Vice President. S Hallman, Secretary. E Ortiz, Treasurer. K Brockelman (arrived at 6:10p.m.). T Kilby. J Evans. C LeBeau (arrived at 6:10p.m.) S Begley, PTO ex-officio member. E Denny, Faculty ex-officio member.

Board Members Absent: None.

Others Present: J Boles, Assistant Head of School. C Dye, Business Manager

REGULAR SESSION

1. **Call to Order.** (J. Hughes)

2. **Call to the Public.** (J. Hughes)

TPA parent Mr. David Shumate presented his resume' and briefly informed the Board that he hoped to be considered as a future Board Member. E Ortiz noted that Mr. Shumate has been helping with the Facilities Committee.

3. **Consent Agenda: Discussion/Action Items:**

a. **Approval of August expenditures and budget.**

b. **Approval of September expenditures and budget.**

c. **Approval of October expenditures and budget.**

G Golka asked that 3a. and 3b. and 3c. be removed.

c. **Reading/Approval of the minutes of the previous meetings:**

i. October 16, 2008: Regular Meeting

ii. October 16, 2008: Executive Session **E Ortiz moved to approve item 3d. K Brockelman seconded. Motion passed.**

4. **Discussion on Headmaster Search** (E. Ortiz) See "Headmaster Selection Committee Report" Handout. E Ortiz reported that resumes were being received, although there are not internal candidates at this time. Deadline is December 1, 2008. Then the committee (E Ortiz, J Evans, T Kilby and E Denny) will narrow down the field and ask select candidates to submit a further application by January 1, 2009.

5. **Discussion and possible motion on facilities issues** (E. Ortiz) See "Facilities Committee Report" Handout. 200 Building work should be done before the end of Winter Break. Plumbing issues are resolved. The faculty house garage is being organized. A Campus clean-up day was held. **Special thanks to the following TPA parents: Dave Maza, Dan Harden, Bill Tonnesen and Cindy Carter.**

6. **Discussion on faculty/staff holiday party** (E. Ortiz) See "Holiday Party Update" Handout. Note that this event is being paid for totally by personal donations from the Board and NO school funds are being used.

7. Discussion and possible motion on Great Hearts Capital Campaign Distribution

(J. Boles) J Boles reported that \$85,000 from the Great Hearts capital campaign has been received and deposited in our account. After a brief discussion the Board agreed that the money should be reserved for a to-be-determined use.

8. Discussion and possible motion on Enrollment/Registration guidelines for TPA (J. Boles) This item was pulled at the request of J Boles.

9. Headmaster's Report (J. Boles)

a. ADA Report See item 10a in Board Packet. Currently there are 352 students and we are budgeted for 340.

b. Blue Ribbon Ceremony J Boles reported that the Washington D.C. ceremony was very nice. She and Ron Bergez attended on behalf of TPA. On November 25, there will be a school wide ceremony to celebrate this accomplishment. AZ Superintendent of Public Instruction, Tom Horne, will speak. The Board asked TPA founder Jack Evans to speak as well, and also asked J Boles to invite Tempe Mayor Hugh Hallman to attend.

c. Tempe Sports Authority Grant J Boles reported she will be receiving more information about how this money can be spent and will report to the Board.

d. Development Projects J Boles reported that Anna Gregg has been working at TPA since the end of September. She has established an alumni page on the TPA website, and using MySpace and Facebook to connect with alumni. She is working on a TPA rummage sale for December, the tax credit campaign, and a Movie Night fundraiser for February.

e. Discussion and possible motion on Performance Pay proposal—Pulled this was done in August.

10. Report from Faculty Representative to Board. (E Denny) No report other than things are going well from the faculty perspective.

11. Report from Parent Organization to Board. (S. Begley) S Begley noted that

- The PO is holding a meeting on November 20 to recruit parents and kick off planning for the spring Renaissance Fair.
- They are hosting the fall Sports Dessert/Awards presentation.
- They are providing a "Mobile Mini" to be placed in the bike courtyard to store old tables and chairs.
- They donated \$2000 to the Yearbook.

12. Board Advisory Sub-Committee Reports / Announcements

a. Finance Committee Report. (G. Golka) G Golka presented a revised budget spreadsheet format and notes he continues to work with C Dye to optimize the reporting of the school's finances. He anticipates this to be firmed up by the December meeting so that the prior months' budgets can be approved.

b. Extracurricular Sub Committee Report. (C. LeBeau) C LeBeau noted the committee is working on defining what a sanctioned extracurricular activity is/how it becomes approved/how to define the success of individual activities *and* the entire program.

c. Policy and Governance Committee Report. (K Brockelman) K Brockelman noted that the Faculty and Family handbooks are still being reviewed. J Boles confirmed that there is no separate "Employee handbook", so this will also be addressed.

d. Facilities Committee Report (E. Ortiz) See item 5 above.

e. Public Affairs committee Report (T. Kilby) T Kilby reported that she will attend the December, 2008 AZ Charter Schools Association Meeting. Sara Begley is writing an

article about TPA being a Blue Ribbon School. Media is being invited to the Blue Ribbon Ceremony on November 26.

f. Appointments Committee Report (E. Ortiz) See item 4 above.

g. Strategic Academic Improvement Committee Report (J. Evans) J Evans noted the committee did not meet this month due to the parent-teacher conference schedule.

C LeBeau moved to enter executive session at 7:12p.m. G Golka seconded. Motion passed.

EXECUTIVE SESSION

All business conducted in Executive Session is confidential pursuant to A.R.S. 38-431.03.

i. Discussion on Headmaster Transition Proposal (J. Hughes)

REGULAR SESSION (Continued)

Possible motions from the Executive Session. (J. Hughes) **None.**

i. Discussion

ii. Call to the Public.

iii. Possible Vote on items presented

13. **Announcements** (J. Hughes) None.

14. **Discussion and possible motion on graduation requirements** (J. Boles)

(Item taken out of order from original published agenda. J Boles asked to pull this item and number 8 above, but later during the meeting she realized she only intended to pull number 8) See item 8 in Board Packet. Due to extenuating circumstances, a current 11th grade student and family were told by past TPA administration that this student did not need to complete the TPA language requirement. But, this was not approved by the Board at the time, and no make-up provisions were discussed with the student and family at the time. Brief discussion was held. J Boles noted that this student otherwise will have enough credits to meet state requirements to graduate. The Board felt that since a promise had been made in this case, it had to be kept. But this *should not* be a precedent for the future. A student in a similar situation might be able to do summer study or home study or some other course of action to make up for a TPA graduation requirement not completed in the usual manner. **J Evans moved that the language requirement for graduation be waived for TPA student 10482. But any future student accommodations must have a substitute requirement and the accommodation and plan must be approved by the entire Board. G Golka seconded. Motion passed.**

15. **Next Board Meeting: Thursday, December 11th, 2008 at 6:00 p.m. in the Student Union**

16. **Adjournment.** (J. Hughes)

G Golka moved to adjourn at 7:50p.m. S Hallman seconded. Motion passed.

Submitted by

Susan M. Hallman, M.D.
Secretary.