



THE CLASSICAL ACADEMY

BOARD OF DIRECTORS MEETING

(OPEN TO THE PUBLIC)

MONDAY, SEPTEMBER 8, 2025, 6:00 - 8:00 P.M.

LOCATION: TCA NORTH CAMPUS — **SECONDARY SCHOOL,**
1ST FLOOR, ROOM 1102

The Classical Academy exists to assist parents in their mission to develop exemplary citizens, equipped with analytical thinking skills, virtuous character, and a passion for learning, all built upon a solid foundation of knowledge.

AGENDA

Presentation Time/Start Time

- I. **Call to Order (6:00 P.M.)** 1 min (6:00) (6:00)
Mrs. Hawkins called the meeting to order at 6:00 PM.
- II. **Pledge of Allegiance/Mission/Roll Call** 2 min (6:01) (6:00)
Roll Call: (Director Brightwell: Here // Director Fleming: Here // Director Fradette: Here // Director Heyns: Absent // Director Moffat: Here // Vice-Chair Young: Here // Chair Hawkins: Here). Vice-Chair Young joined the meeting via phone. A quorum was present.
- III. **Approval of Agenda** 2 min (6:03) (6:01)
Motion: Mr. Fradette moved to approve the agenda and was seconded.
Discussion: None
Vote: By a roll call vote of 6-0 the Board approved the motion. (Director Brightwell; Yea // Director Fleming; Yea // Director Fradette; Yea // Director Moffat; Yea // Vice-Chair Young; Yea// Chair Hawkins; Yea).
- IV. **Celebrate TCA: Eagle Scout Project** 5 min (6:05) (6:02)
Action: (Harris)
Motion: (Info)
Rationale: to highlight accomplishments of TCA students, staff, and parents
 - Mrs. Harris introduced Junior High student Tim Pollard, who led a group of TCA students in an Eagle Scout project to help restore our North Campus libraries after last year's flooding. Tim and his team built and installed new bookshelves in the North Campus Library.
- V. **Comments from the Audience** (Audience members have 3 minutes to address the Board) 10 min (6:10) (6:07)
NOTE: Per procedural rules, if more than one person is speaking on the same topic we request that one or two specific spokespersons speak on behalf of the group.
 - There were no audience comments.
- VI. **Comments from the Board of Directors** 10 min (6:20) (6:07)
 - Mr. Fleming shared his gratitude for serving on the Board. He also mentioned Colorado's new financial literacy requirement and expressed interest in seeing how it will take shape at TCA.
 - Mrs. Hawkins shared her anticipation for the upcoming year and expressed her gratitude to the staff and community. She emphasized the importance of collaboration, consistency, and clarity to continue what TCA does well.
- VII. **Legal Update** 10 min (6:30) (6:09)
Action: (Mr. Miller)
Motion: (Info)
Rationale: to update the Board on Colorado Legislative actions

- Mr. Miller, TCA Attorney, provided a legal update. There is no new information on the current lawsuit at this time. A future update is expected soon.

VIII. Report of the President & Cabinet Spotlights

10 min (6:40) (6:17)

Action: (Thomason)

Motion: (Info)

Rationale: to highlight cabinet activities (Pres., Ops, Academics, HR, Finance)

Dr. Thomason highlighted the following items from his report:

- Over three weeks and seven Back-to-School Nights, Dr. Thomason spoke with families about the excitement of the new school year. He highlighted TCA's core values and the new promotional video to engage and inspire the community.
- On August 30, Dr. Thomason spoke at North Elementary's Friday assembly. He read and discussed a story *What Do You Do with an Idea?* by Kobi Yamada to encourage the hearts and minds of our students. After the assembly, Dr. Thomason was able to spend time with the 6th Grade Titan Leaders discussing legacy, goal-setting, and fostering kindness.

IX. Consent Agenda

3 min (6:50) (6:30)

Board Directed items to be removed from Consent Agenda:

Motion: (Vote) to file the Consent Agenda

- A. Finance (VanGambleare)
 1. July Financials
- B. Board Agreement Signatures
- C. Board Executive Session Affidavit Signatures
- D. Board Oath of Office for New Member

Motion: Mr. Fradette moved to approve the consent agenda and was seconded.

Discussion: None.

Vote: By a roll call vote of 6-0 the Board approved the motion. (Director Brightwell; Yea // Director Fleming; Yea // Director Fradette; Yea // Director Moffat; Yea // Vice-Chair Young; Yea// Chair Hawkins; Yea).

X. Minutes: August 14, 2025

2 min (6:53) (6:31)

Action: (Altman)

Motion: (Vote) to approve the August 14, 2025 minutes

Rationale: to provide a record of the Board meeting for files

Motion: Mrs. Moffat moved to approve the minutes and was seconded.

Discussion: None.

Vote: By a roll call vote of 6-0 the Board approved the motion. (Director Brightwell; Yea // Director Fleming; Yea // Director Fradette; Yea // Director Moffat; Yea // Vice-Chair Young; Yea// Chair Hawkins; Yea).

Break

5 min (6:55) (6:31)

XI. Discussion Agenda Items

A. Items removed from Consent Agenda

B. Cabinet Level Reports

1. Annual HR Report/Comparable Salaries/Retention

20 min (7:00) (6:36)

Action: (Thomason, Schulz)

Motion: (Info)

Rationale: To provide the Board with a yearly review of HR performance in accordance with TCA's Strategic Plan

- Mrs. Schulz presented TCA's annual HR Report, highlighting record-low turnover and the school's continued reputation as an excellent place to work. She noted that recruiting teachers who reflect TCA's Core Values remains a priority, with word-of-mouth referrals and the first job fair in March helping to expand the applicant pool. As a testament to TCA's culture, 37 graduates are currently employed at the school.

2. Annual Advancement and Stewardships Report

10 min (7:20) (6:55)

Action: (Thomason, Keffer)

Motion: (Info)

Rationale: Review advancement activities from the prior year and the upcoming year

- Mrs. Lindy Keffer presented the Annual Advancement Report. She highlighted several completed goals, including a new, user-friendly donation software. She also stated that although donations were slightly down compared to the previous year, more families are catching the vision of how their gifts make a difference at TCA. Mrs. Keffer emphasized that one of TCA's top priorities over the next twelve months is to continue building relationships, thus broadening our community's understanding of the needs and opportunities for giving at TCA.

C. Board Level Reports

1. **Working Session Topics** 5 min (7:30) (7:12)
Action: (Hawkins)
Motion: (Discussion)
Rationale: To determine topics for the September 29 and October 27 Working Sessions
 - The board is considering a working session on October 1 or 2 to review the Board Agreement and discuss board member responsibilities at TCA. Directors will finalize the date and time.
2. **Recruit New Board Members** 5 min (7:35) (7:15)
Action: (Hawkins)
Motion: (Discussion)
Rationale: To review efforts to recruit Board candidates for this year's Board election
 - After the start of the new year, the Board will discuss the upcoming election. Director Fradette will be completing his second term, while Director Young will be finishing his first term and is eligible for re-election.
3. **Capital Construction Committee Update** 5 min (7:40) (7:16)
Action: (Moffat, Hawkins)
Motion: (Info)
Rationale: To provide an update to the Board regarding Capital Construction
 - Mrs. Moffat shared a Construction Committee update, noting that a more detailed report will be provided in October. Initial construction work at the East Campus is planned to begin the week of September 15.

- D. **Board Communication** 5 min (7:45) (7:18)
Action: (Moffat)
Rationale: to develop and approve a communication update to the community
 - Celebrate TCA, Annual HR Report, Annual Advancement Report with Giving opportunity

- E. **Future Board Agenda Items** 5 min (7:50) (7:19)
 1. Annual Operations Report (Safety and Security Assessment), Oct, Info, Pacht
 2. Quarterly FAC Report, Oct, VanGambleare
 3. Budget Projections Policy, Oct, Governance Committee
 4. Site-Based Management Policy, Oct, Governance Committee
 5. Board Conflict of Interest Policy, Oct, Governance Committee
 6. Emergency/Crisis Response Policy, Oct, Governance Committee
 7. Chief Executive Officer Succession Plan Policy, Oct, Governance Committee

- F. **Comments from the Board of Directors** 5 min (7:55) (7:20)
 - Mrs. Moffat recognized the Titan Club for organizing a successful event and highlighted the importance of their service to TCA. She also thanked Mrs. Keffer for her efforts in supporting TCA.
 - Mr. Brightwell commended Mrs. Schulz for the strong HR report and noted the impressive staff engagement and low turnover.
 - Mr. Fleming acknowledged Mrs. Schulz and Mrs. Keffer for their intentional efforts, noting that sustaining a positive culture requires deliberate work and trust.

- XII. **Adjournment** (Approx. 8:00 P.M.) (8:00) (7:22)
Motion: Mr. Brightwell moved to adjourn the meeting and was seconded.
Discussion: None.
Vote: By a roll call vote of 6-0 the Board approved the motion. (Director Brightwell; Yea // Director Fleming; Yea // Director Fradette; Yea // Director Moffat; Yea // Vice-Chair Young; Yea// Chair Hawkins; Yea).

Laura Moffat
Board Secretary