

**JOINT MEETING OF TEMPE PREPARATORY ACADEMY AND TEMPE  
PREPARATORY JUNIOR ACADEMY BOARD OF DIRECTORS  
MEETING MINUTES  
FEBRUARY 17, 2015**

The meeting of the Tempe Preparatory Academies Board of Directors was called to order by President Chad Sampson, at 6:00 p.m. on Tuesday, January 20, 2015, at the Student Union of Tempe Preparatory Academy, 1251 East Southern Avenue, Tempe, AZ, pursuant to A.R.S. § 38- 431.02, notice having been duly given.

**Roll Call**

Voting Board Members Present

Chad Sampson, President  
Dr. Stuart Newfeld, Secretary  
Trevor Bush, Treasurer  
Lisa Borawski  
Dr. Rebecca Cryder  
Roberta Fischer

Voting Board Members Absent

Richard Foreman, Vice President

Non-Voting Board Members Present

Andrea Guiney, Parent Organization Representative  
Mitch Sweet, Faculty Representative

Non-Voting Board Members Absent

None

Staff Present

Dr. David Baum, Headmaster  
Linda Sale, Business Administrator

**Call to the Public**

Melissa Brittain reported on the meeting of the Parent Advisory Council. Topics discussed included updating the strategic plan, recruiting/hiring of faculty, and ideas pertaining to the retention of 8<sup>th</sup> graders.

Linda Hartzler addressed the Board to clarify a previous comment regarding the science curriculum. Dr. Baum discussed his efforts to work with the faculty regarding the concerns raised.

### **Consent Agenda**

Dr. Stuart Newfeld made a Motion to remove the January Meeting Minutes from the Consent Agenda. Lisa Borawski seconded the Motion. Vote passed.

Dr. Stuart Newfeld made a Motion to approve the remainder of the Consent Agenda. Robert Fischer seconded. Vote passed.

### **Regular Agenda**

#### **Headmaster's Report**

##### *Review of Financial Information:*

Dr. Baum reviewed the TPA and TPJA Preliminary Financial Statements for the 7 months ending January 2015. Dr. Baum indicated that both were close to on-budget. Trevor Bush proposed providing periodic reports with prior years comparisons.

##### *Bond:*

Dr. Baum discussed the ongoing bond effort and provided details of the various financial options available. Dr. Baum advised that he will continue to keep the Board apprised of developments.

##### **Parent Survey:**

Roberta Fischer and Dr. Rebecca Cryder reported on the development of a new parent survey form and provided a sample for review. Dr. Cryder advised that a parent survey could be developed through the Naviance program. Discussion was held regarding whether the survey could be refined to provide more detailed information and whether the survey should be anonymous. Further discussion was held regarding how the results would be used. Mitch Sweet suggested that the faculty review the form and provide suggestions for improvement. Chad Sampson confirmed that the survey form did not require Board approval.

##### **Sixth Grade Enrollment:**

Dr. Baum advised that there are 83 students enrolled for the 2015/2016 school year and that five spots are being held for exigencies (retained students, siblings, factually/staff/Board children). If the five spots are not filled, they will be released in the spring and filled from the waiting list, which currently contains two students. Dr. Baum

explained the fluctuation in the waiting list numbers. Discussion was held regarding how to bolster the waiting list. Dr. Baum discussed the previous marketing effort and advised that he would be meeting with the marketing company to discuss the results of the previous effort as well as ideas for the next marketing effort in March/April.

#### Faculty Recruitment Strategy:

Dr. Baum advised that there would be three faculty to replace and discussed his strategy for replacing those faculty members. General discussion was held regarding recruitment strategies, including establishing relationships with colleges that share TPA's educational philosophies.

#### Sixth Grade Student-Family Interaction Strategy:

Dr. Baum discussed upcoming events where existing students and faculty would discuss the characteristics and attributes of TPA with incoming families and students to prepare them for the rigors of TPA. These events will also include presentations by the Parent Organization to discuss volunteer opportunities and parental commitment.

#### Eighth Grade Student Retention:

Dr. Baum discussed activities geared toward the retention of eighth graders, such as the overnight event, which is intended as a bonding experience for students. Discussion was also held regarding recommendations from the Parent Advisory Council, including a buddy program that pairs younger students with older students, and providing a speaker at the eighth grade promotion that discusses the attributes of TPA.

#### TPA Foundation:

Dr. Baum advised that the TPA Foundation did not meet since the last Board meeting. Chad Sampson discussed getting information out to the public about the Foundation.

#### Strategic Plan:

Chad Sampson discussed consideration of forming a council made up of faculty, administration, staff, and members of the public to discuss and debate the strategic plan. David Maza suggested scheduling a meeting to read and discuss the plan. Linda Sale will work with Mr. Maza to find available dates to schedule the meeting.

#### Tax Credit Results:

Final 2014 tax credit numbers were presented with a comparison to the final 2013 tax credit numbers. In 2014, TPA collected \$141,345 in total tax credits compared with \$137,194 in 2013. In 2014, TPJA collected \$3,915 in total tax credits compared with \$3,255 in 2013.

#### Retention of Fester & Chapman auditors:

Dr. Baum advised that he is not dissatisfied with service of current auditors but is concerned with costs. Discussion was held suggesting that the Board would be inclined to retain current auditors as they are familiar with the school and it is difficult to find good auditors.

#### Commencement Speaker:

Dr. Baum advised that he has asked Ron Bergez to be the Commencement Speaker but invited the Board to send additional recommendations by e-mail.

#### Clarification of March and May 2014 minutes:

Dr. Stuart Newfeld made a Motion to clarify the March 2014 minutes and May 2014 minutes to read, respectively:

The board moves to install 3 new board members replacing Kent Brockelman, Tara Kilby, and Elizabeth Ortiz, effective July 1, 2014. The new board members are Dr. Rebecca Cryder, Roberta Fischer, and Lisa Borawski.

The board moves to replace Elizabeth Ortiz as the Board President and Representative, with Chad Sampson, effective July 1, 2014.

Trevor Bush seconded the Motion. Vote passed.

#### Calendar:

Dr. Baum advised that September 8, 2014 resulted in a school wide closure due to inclement weather. He explained that TPA did not need to reschedule the day missed and provided an illustrative attendance calculation for Board review. Dr. Baum asked that the 2014-2015 calendar be amended to recognize the school closure date. Chad Sampson made a Motion to approve the amendment to the 2014-2015 calendar. Dr. Rebecca Cryder seconded the Motion. Vote passed.

Dr. Baum advised that February 6, 2015 was added as a half-day due to an internal calendar discrepancy. Because it had been advertised as a half-day on the web calendar, it was left as a half-day to avoid any disruption of plans made by TPA families. Dr. Baum advised that the junior high and high school still fell within the required minutes of instruction and asked that the Board to amend the 2014-2015 calendar accordingly. Chad Sampson made a Motion to approve the amendment to the 2014-2015 calendar. Dr. Rebecca Cryder seconded the Motion. Vote passed.

The 2015-2016 calendar was discussed and a proposed calendar was distributed. Dr. Baum advised that there were still items under review and that an amended calendar

will be presented at the April meeting. Discussion was held regarding the number of half-days and the problems posed to working parents. Discussion was held regarding staggered ending times to accommodate parking lot traffic. Mike Whalen proposed establishing a council to discuss solutions to parking lot problems.

### **Parent Organization Report**

Andrea Guiney reported that the Parent Organization filled all of the volunteer spots for the upcoming sports award event. Dr. Stuart Newfeld thanked the PO for the lab tables.

### **Faculty Report**

Mitch Sweet expressed stress and concerns of the faculty regarding fundamental changes without knowing more details. He proposed providing more details of upcoming changes to the faculty. Dr. Baum explained the “no contact” policy with the Board and faculty.

### **Executive Session**

Roberta Fischer made a Motion to go into Executive Session. Dr. Stuart Newfeld seconded the Motion. Vote passed.

### **Announcements**

### **Adjournment**

Chad Sampson motioned to adjourn and Dr. Newfeld seconded. The meeting adjourned at 10:05 p.m.

**Respectfully Submitted,**

*/s/Joel DeCiancio*

By: Joel DeCiancio, Board Scribe