



## North Texas Collegiate Academy

Inspire with Character. Invest in Community. Instill with Confidence.

### MINUTES

Meeting of the Board of Trustees  
Salvaging Teens at Risk, Inc., dba  
North Texas Collegiate Academy

The Board of Trustees of Salvaging Teens at Risk, Inc., dba North Texas Collegiate Academy conducted a regular meeting on **Tuesday, May 24, 2016 at 5:00p.m.** at NTCA's Administration Office located at 4601 N Interstate 35 in Denton. This meeting was in place of the regular meeting on May 17, 2016, that was cancelled due to a lack of quorum.

Roll Call and Announcement of Quorum by Ms. Paula Kelley at 5:19pm. Those present included Ms. Paula Kelley, Dr. Pamela Peak, Dr. Martina Van Norden, Dr. Lisa Stanley, and Ms. Lilli Tolley.

Invocation by Ms. Kelley at 5:20pm.

Pledges of Allegiance were led by Ms. Kelley at 5:21pm.

1. Ms. Kelley called the meeting to order at 5:22pm.
2. Consent Agenda
  - a. Approval of Minutes from March 22, 2016 Meeting
  - b. Approval of Financial Reports from March and April 2016  
*Motion to approve by Dr. Peak. Seconded by Dr. Van Norden. Motion carried at 5:48pm.*
3. Approval of NTCA Turnaround Plan for 2016-2017 as presented by Dr. Stanley  
*Motion to accept the plan by Dr. Peak. Seconded by Dr. Van Norden. Motion carried at 5:54pm.*
4. Review of Bids Received for Technology Installation and Upgrades through eRate and Action to Approve Accepted Proposal  
*Motion by Dr. Pamela Peak to accept the bid submitted by CDW-G. Seconded by Dr. Van Norden. Motion carried at 6:04pm.*
5. Adoption of 2016-2017 Technology Plan.  
*Motion to adopt the 2016-2017 Acceptable Use Guidelines for Technology was made by Dr. Peak. Motion seconded by Dr. Van Norden. Motion carried at 6:15.*
6. Approval of Revisions to NTCA Student Code of Conduct and Student Handbook  
*Motion to approve proposed revisions to the 2016-2017 NTCA Student Code of Conduct and Student Handbook was made by Dr. Peak. Motion seconded by Dr. Van Norden. Motion carried at 6:27pm.*
7. Approval of Revisions to NTCA Employee Handbook  
*Motion to approve revisions to the 2016-2017 Employee Handbook was made by Dr. Peak. Motion seconded by Dr. Van Norden. Motion carried at 6:40pm.*
8. Approval of Revisions to NTCA Financial Operations Resource Manual  
*Motion to approve revisions to the 2016-2017 NTCA Financial – Operations Resource Manual was made by Dr. Van Norden. Motion seconded by Dr. Peak. Motion carried at 6:45pm.*

9. **Approval of Concussion Policy**

Dr. Van Norden moved to approve the NTCA Concussion Policy Manual. Motion seconded by Dr. Peak. Motion carried at 6:50pm.

10. **Approval of Revisions to Student Transportation Guidelines**

Motion to approve Student Transportation Guidelines was made by Dr. Van Norden. Motion seconded by Dr. Peak. Motion carried at 6:55.

11. **Discussion and possible action regarding the Denton property loan.**

Dr. Peak moved to allow Ms. Kelley and Dr. Stanley to negotiate terms and sign closing documents for refinancing the Denton balloon note which came due May, 2016. Motion was seconded by Dr. Van Norden. Motion carried at 7:00pm.

12. **Discussion and Planning for Annual Board Training**

It was decided that school attorney Robert Schulman would be asked to conduct annual board training on August 12, from noon until 4:00pm. Three additional training hours can be acquired on line. A board meeting will be scheduled for 4:00pm at the close of training. Subsequent board meetings will be held at 5:00pm bi-monthly on the third Tuesday of the month.

13. **Superintendent's Update**

Dr. Stanley informed the board of recent hires, 2016-2017 enrollment numbers, and general school-related information.

14. **All business concluded, the meeting was adjourned at 7:10pm.**

Minutes recorded by Lilli Tolley

Next Meeting \_\_August 12 at 4:00pm.