
**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
JANUARY 21, 2020**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, January 21st, 2020 at 5:00 PM at 9239 East Wrightstown Road, Tucson, Arizona, in the Multi-Purpose Room.

Present at the meeting were the following members of the Governing Board of Tucson Country Day Charter School:

Richard Cooper, Renee Danielson, Bill Iveson, Don Lawhead and Allan Stockellburg

Absent: None

Quorum present? Yes

CALL TO ORDER

The meeting was called to order at 5:02 PM by Bill Iveson

The following matters were discussed, considered, and decided at the meeting:

APPROVAL OF MINUTES FOR THE FOLLOWING BOARD MEETINGS:

December 3, 2019

Moved by Renee Danielson and seconded by Don Lawhead to approve.

Yes (5) No (0) Abstain (0)

December 13, 2019

Moved by Renee Danielson and seconded by Don Lawhead to approve.

Yes (5) No (0) Abstain (0)

PTSA UPDATE

PTSA rep Allan Stockellburg

- The PTSA held fundraiser at Sweet Tomatoes on January 13th and had a great TCDS turn out.
- We are currently selling tickets to the Roadrunner's Hockey Game on January 31st. We are able to discount the ticket cost. Our Choir will be performing during the game.
- Upcoming events include: Skate Country on March 11th, a Galaxy Theater night in April and a spring family event in early May.

ADMINISTRATOR'S UPDATE

Jordan Krause

- Jordan gave a state of the school address to the staff on January 6th, 2020. He discussed that TCDS will be moving forward with the 7 design elements of project based learning.
- 95% of our student population pre-registered with us and will be returning for the 2020/2021 school year.
- Our Google ad has been running since late November and TCDS has had 44,000 views in that time.
- Open enrollment started earlier this year than previous years. We still have 6 months to enroll students. A couple of grades are full for next year already and we only have a few spots available in the other grades.
- Summer plans, including staffing and marketing, are getting underway.

CHIEF FINANCIAL OFFICER'S UPDATE

Lauren Mosgrove

- We recently passed the 100th day of school. Enrollment was up by 28 students from last year's 100th day.
- We foresee being well in the positive by the end of this fiscal year.

DISCUSSION AND ACTION TO RETAIN BOARD MEMBER DON LAWHEAD FOR AN ADDITIONAL THREE-YEAR TERM

It was moved by Bill Iveson to retain Board member Don Lawhead for an additional three-year term.

The motion was seconded by Allan Stockellburg

Yes (4) No (0) Abstain (1)

DISCUSSION AND ACTION TO APPROVE THE 2020-2021 SCHOOL YEAR CALENDAR

- There were a few changes to the school calendar for 2020-2021 including:
 - Starting on a Wednesday.
 - 1-hour early release Wednesdays
 - Champion Showcase each quarter

It was moved by Allan Stockellburg to approve the 2020/2021 school year calendar with a change to the April 2nd, 2021 holiday name.

The motion was seconded by Don Lawhead

Yes (5) No (0) Abstain (0)

DISCUSSION AND ACTION TO ACCEPT ADRIAN HANNAH'S RESIGNATION

It was moved by Don Lawhead to accept Adrian Hannah's resignation as per his letter.

The motion was seconded by Richard Cooper

Yes (5) No (0) Abstain (0)

DISCUSSION AND ACTION TO APPROVE THE ORGANIZATIONAL CHART

- A new organizational chart has been created to blend two administrator duties from the previous three.
- The organizational chart needs some additional changes and will be discussed again at the next school board meeting.

DISCUSSION AND ACTION ABOUT AN ADMIN/LEADERSHIP EVALUATION PROCESS

Jordan Krause

- Jordan has started an evaluation process with the leadership team. They are comfortable with the process and Jordan is comfortable being the leadership team's evaluator. We would like to set up a policy to have the school board members evaluate the COO.
- Renee Danielson suggested bringing forward some framework as a starting point for a new policy. Further discussion and action will take place at the next school board meeting.

DISCUSSION AND ACTION ABOUT THE TCDS SCHOOL BOARD BYLAWS

Lauren Mosgrove

- Lauren updated the TCDS bylaws to be more relevant. Our bylaws should state duties and responsibilities of school board members, as well as mission and vision statements.
- Our bylaws are a work in progress and further discussion and action will continue at the next school board meeting.

DISCUSSION AND ACTION TO ADOPT A SERVICE ANIMALS POLICY

Allan Stockellburg

- Allan updated a service animals policy for us. Several small changes to the policy were brought up.

It was moved by Don Lawhead to approve the proposed Service Animals Policy with the changes as presented.

The motion was seconded by Renee Danielson

Yes (5) No (0) Abstain (0)

DISCUSSION AND ACTION TO ADOPT AN EXCESSIVE ABSENCES POLICY

Jordan Krause

- TCDS sends an absence letter to families that show a frequent absence trend. We would like to add a line to this letter that states the continuation of excessive absences may result in administrative withdrawal of the student.
- Currently eligibility for athletics and extra-curricular activities is the only thing affected by excessive absences and tardies.
- Terra Maddock meets with families regarding these concerns.
- With this policy in place the following things would happen:
 - After the first month of excessive absences, a letter would be mailed

- conveying the importance of students being in school every day.
- After the second month of continued absences, a conference would be set with the parents and administration.
- After the third month of continued absences, the student would be eligible for withdrawal and administration may take action.

It was moved by Renee Danielson to accept the letter regarding excessive absences with the change to the club/athletics eligibility paragraph and with the option to revise and make reference to a formal policy in the handbook later.

The motion was seconded by Allan Stockellburg

Yes (5) No (0) Abstain (0)

CALL TO PUBLIC

- No public present

ANNOUNCEMENTS

- A school board member will be out of town during our March 10, 2020 meeting. We are rescheduling for March 24, 2020.

It was moved by Don Lawhead and seconded by Renee Danielson to adjourn at 7:10 PM

Yes (5) No (0) Abstain (0)

Dated this 21st day of January, 2020

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson