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**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD  
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD  
OCTOBER 7, 2020**

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A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Wednesday, October 7th, 2020 at 3:30 PM through a public Google meeting.

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

Richard Cooper, Renee Danielson, Don Lawhead and Allan Stockellburg

Absent: None

Quorum present? Yes

**CALL TO ORDER**

The meeting was called to order at 3:59 PM by Allan Stockellburg

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

**ACTION:** Allan Stockellburg motioned to have all public attending the board meeting introduce themselves and to move the call to the public to our first agenda item.

Motion by Allan Stockellburg and seconded by Don Lawhead

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Don Lawhead and Allan Stockellburg

**CALL TO PUBLIC**

- No comments

**ACTION: APPROVAL OF MINUTES FOR THE FOLLOWING BOARD MEETINGS:**

**September 9, 2020**

Motion to approve the minutes of the School Board meeting for September 9th, 2020.

Motion by Don Lawhead and seconded by Richard Cooper.

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Don Lawhead and Allan Stockellburg

**ADMINISTRATOR'S UPDATE**

Jordan Krause

- Mr. Krause asked to give his administrator's update during agenda item #11.

## **CHIEF FINANCIAL OFFICER'S UPDATE**

Lauren Mosgrove

- Lauren submitted Bill Iveson's resignation to the AZ Charter Board to amend the TCDS charter.
- The TCDS financial audit has been completed by Henry Fortino and submitted to the AZ Charter Board. At the next Board meeting of the AZ Charter Board they will decide if TCDS can come off of financial intervention. The Charter Board will be revamping their financial intervention framework.
- Henry Fortino will present the TCDS audit at our next Board meeting.
- Lauren should know very soon how much money we will receive from the enrollment stability grant.
- Over the past month we have transitioned Procure (our billing program) to iCloud. It is now hosted on Procure's server. Lauren was also able to move our timeclock program to Procure. The new timeclock will have a biometric reader to use fingerprints instead of a staff code.

## **DISCUSSION AND ACTION TO APPROVE TAX CREDIT PAYEMENTS FOR THE LAST WASHINGTON D.C. TRIP**

Nicky Brown

- Ms. Nicky has been the coordinator for the middle school Washington D.C trip for the past 10 years. For the duration of the time that TCDS has hosted a Washington D.C. trip, we have accepted tax credit payments towards payment for the trip. Last year Henry Fortino let us know that tax credit payments could no longer be used as payments for non-competition field trips. This being the last trip that TCDS will host and with the trip having been postponed due to COVID-19, Ms. Nicky is asking that we continue allowing tax credit payments just for this last trip. Lauren will look further into this with Henry and the discussion will be continued at the next board meeting.

## **DISCUSSION AND ACTION TO AMEND THE EMPLOYMENT OF RELATIVES POLICY SO THAT SPOUSES OF EMPLOYEES WILL BE PERMITTED TO SERVE AS TCDS GOVERNING BOARD MEMBERS**

Richard Cooper

- Mr. Cooper would like to amend the employment of relatives' policy in our handbook to omit the line "The spouse of a board member cannot be employed by TCDS." We should have the flexibility to allow the best possible candidates to apply as board members.

Motion to amend the employment of relatives' policy in the TCDS Employee Handbook

Motion by Renee Danielson and seconded by Don Lawhead.

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Don Lawhead and Allan Stockellburg

## **DISCUSSION AND ACTION TO APPROVE THE 2020 ANNUAL FINANCIAL**

## **REPORT (AFR)**

Lauren Mosgrove

- Lauren must submit our AFR to the AZ Department of Education every year. Our FY ended in June 2020. Our revenue went down due the COVID-19 closure. The AFR explains what revenue we received and how we spent it.

Motion to approve the 2020 Annual Financial Report

Motion by Renee Danielson and seconded by Richard Cooper.

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Don Lawhead and Allan Stockellburg

## **DISCUSSION AND ACTION TO APPROVE TCDS TO TRANSFER FROM THE NATIONAL SCHOOL LUNCH PROGRAM TO THE SIMPLIFIED SUMMER FOOD SERVICE PROGRAM**

Stacey Love

- The NSLP is a federally funded state-run program where the state reimburses us for students who qualify for free or reduced lunches. The NSLP offers a simplified summer food service program over the summer where anyone 18 and under could come get free lunches regardless of if they are a part of our school. The USDA issued a waiver to schools to offer the free meals during the school year, however TCDS did not take it at the time. ADE has now said that TCDS has the right to restrict this option to only the students enrolled at TCDS. TCDS took the waiver and recently started offering free lunches to all enrolled students. TCDS must have approval from the board to continue with this program. The government has approved the program waiver through December, and it will likely continue through the school year.

Motion to approve the transfer from the National School Lunch Program to the Simplified Summer Food Service Program.

Motion by Don Lawhead and seconded by Richard Cooper.

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Don Lawhead and Allan Stockellburg

## **DISCUSSION AND ACTION TO APPROVE THE UPDATED PERMANENT FOOD SERVICE AGREEMENT FOR SUBMISSION TO THE ARIZONA STATE BOARD OF EDUCATION**

Stacey Love

Motion to approve the approve the updated permanent food service agreement for submission to the Arizona State Board of Education.

Motion by Don Lawhead and seconded by Renee Danielson.

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Don Lawhead and Allan Stockellburg

## **DISCUSSION AND ACTION TO CONFIRM THE 2ND QUARTER HYBRID LEARNING PLAN STARTING ON OCTOBER 19TH, 2020**

Jordan Krause

- Our first option is a blended/hybrid learning model has been refined. Kinder-5<sup>th</sup> grade will be on campus 4 days a week with Wednesdays staying an asynchronous day. 6<sup>th</sup> and 8<sup>th</sup> grade students will be on campus on Mondays and Tuesdays. 7<sup>th</sup> grade students will be on campus on Thursdays and Fridays. We will have staggered drop off and pick-up times and cleaning/sanitizing procedures in place.
- The second option is to continue remote learning with a streamlined schedule for Kinder-8<sup>th</sup> grade that will align class times and make the schedule more balanced.
- The third option is to have a more personalized process. We surveyed staff to see who comfortable coming back to campus. We would like to listen to our teachers and create a modified hybrid plan. We would continue with some remote cohorts adding layers of on-site support services supervised by proctors. This would allow us to expand our on-site services to another 50-60 students, with priority being for Kinder-3<sup>rd</sup> grade students. We would offer staff the option to conduct remote learning on compass, allowing them to be on campus with students 4 days a week. Students would still learn remotely but be with a teacher and in between classes be able to have recess, lunch, and specials classes.
- The board discussed the 3 options at length with Mr. Krause's guidance and some options/feedback from teachers/staff.
- It was suggested that Mr. Krause survey the teachers/staff to see who is ready to return to campus. Another school board meeting was setup for Friday, October 9<sup>th</sup> at 10 AM to continue the discussion.

## **ANNOUNCEMENTS**

- None

Motion to adjourn meeting.

Motion by Renee Danielson and seconded by Richard Cooper.

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson and Allan Stockellburg

Meeting adjourned at 7:14 PM

Dated this 7th day of October 2020

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson