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**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD  
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD  
NOVEMBER 10, 2020**

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A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, November 10th, 2020 at 5:00 PM at 9239 East Wrightstown Road, Tucson, Arizona and through a public ZOOM meeting.

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

Richard Cooper, Renee Danielson, and Allan Stockellburg

Absent: Don Lawhead

Quorum present? Yes

**CALL TO ORDER**

The meeting was called to order at 5:05 PM by Allan Stockellburg

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

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

**October 7, 2020**

Motion to approve the minutes of the School Board meeting for October 7th, 2020.

Motion by Richard Cooper and seconded by Renee Danielson

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, and Allan Stockellburg

**October 9, 2020**

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

Motion by Richard Cooper and seconded by Renee Danielson

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, and Allan Stockellburg

**DISCUSSION AND ACTION TO ELECT A NEW BOARD MEMBER TO FILL THE VACANT SEAT**

- Candidates
  - Bruce Forche

- The candidate gave a three-minute presentation discussing his background and why he is qualified for the School Board position.
- The first vote for candidates was held. A majority vote was reached to appoint Mr. Bruce Forche as a School Board member for a term of three years.
- The Board Members congratulated Mr. Forche and he joined the discussion.

## **PRESENTATION OF THE 2019-2020 FINANCIAL AUDIT AND AUDITED FINANCIAL STATEMENTS**

Henry Fortino

- The presentation was postponed due to technical difficulties.

Motion to postpone the presentation of the 2019-2020 financial audit and audited financial statements due to technical difficulties

Motion by Allan Stockellburg and seconded by Renee Danielson.

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Bruce Forche and Allan Stockellburg

## **ADMINISTRATIVE UPDATE**

Jordan Krause

- We are well into second quarter and doing very well. A survey recently went out to families, staff, and students regarding the start of second quarter with generally good feedback.
- The Leadership Team has been meeting to establish core values which will lead TCDS into the future. The plan for third and fourth quarter professional development is to bring the core values to life. They are:
  - Healthy Relationships
    - Healthy Relationships are built over time with the presence of mutual dignity and respect, empathy, shared thinking, and control within limits.
  - Champion Traits: Collaborative - Honorable - Academic - Motivated - Persistent - Inquisitive - Optimistic – Nurturing
    - The development of the Champion Traits put individuals in a position to mobilize their learning and solve challenges of today and tomorrow.
  - Excellence in the Ordinary
    - Doing the little things with excellence, each and every day, leads to success.
  - Rigor/Relevance
    - Deep, meaningful learning takes place when acquired knowledge is applied to real-world situations.
  - Community Connection
    - The community is the classroom. Learning gains purpose as knowledge is linked with experiences developed throughout the community.
  - Continuous Growth

- Growth sparks hope and strengthens one's future. Establishing the habit of growing each day improves the individual, their community, and the world.
  - Own it
    - Champions own their learning, their outcomes, and their future.
- Our Vision Team is currently studying Project Based Learning. Mr. Krause showed a video explaining what Project Based Learning is (<https://www.youtube.com/watch?v=eGWqBZSFgxE>). Project Based Learning will roll out in professional development in the third and fourth quarter. During quarter three we will seek to inform the staff and focus on them learning and discovering what Project Based Learning entails. During quarter four, staff will design, experiment and launch Project Based learning.
- Quarter three is right around the corner and we will need to make some changes to the Mitigation Plan. We would like to honor a remote only option for families through May 2021. Mr. Krause proposed having a remote only teaching team. These teachers would continue to stay remote through the end of the school year and would teach across all grade levels. We would like to move to five full days on campus for all students who wish to be on-site with an on campus only teaching team. Classroom sizes will need to increase. Mr. Krause will be polling families on November 16<sup>th</sup> about their plans for quarter three.
- Collectively our community is doing a great job at mask wearing and sanitizing. We use our outdoor spaces a lot. Good ventilation is happening across campus, teachers are keeping doors and windows open. Most of the staff seem to be on board with all our expectations. We would like to make some changes to the Mitigation Plan, asking the board to put some firm policies in place regarding mask wearing at all times, whether indoors or outdoors.
- Mrs. Diane St. Amand spoke to our student's mental health. 20-30 of our TCDS families have come forward seeking help during this difficult time. Our student's mental health has decreased. Students want to and need to be back on campus. We should bring more students on campus as soon as we can do so safely. Mrs. St. Amand put out a mental health resource list for families in August and Social/Emotional Learning is being taught across all grade levels.
- The Board would like to continue the discussion and action to revise the Mitigation Plan and quarter three at a future Board meeting.

## **CHIEF FINANCIAL OFFICER UPDATE**

Lauren Mosgrove

- Last school year on the 100<sup>th</sup> day, our enrollment was 652 students. At the start of this school year we had 584 students. Financially, it is important that we get our students back on campus as soon as possible. Lauren will be submitting a revised budget to the State in the spring, due to the change in enrollment. We will receive the Enrollment Stability Grant funds to help this school year. We need to do what we can to get those students back next school year. Most students are leaving to go to schools that are 100% in person. The loss of revenue we are seeing is equal to twelve teacher salaries.
- Our lunch program was able to cover all their costs this past month due to the free lunch program. Our reimbursement rate from the state is \$4.09 for each lunch

served and our cost is only \$2.90 to our caterer.

- Lauren will be moving to New York in April but will continue to work remotely for TCDS.

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

Nicky Brown

- Lauren spoke to our auditor regarding taking tax credit payments. We can accept tax credit payments, but the monies cannot be spent on payments for the trip. TCDS would have to make the trip payments out of our own funds. Any tax credit money received towards the trip would have restrictions on how we used it.

Motion not to approve tax credit payments for the last Washington D.C trip.

Motion by Renee Danielson and seconded by Allan Stockellburg

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Bruce Forche and Allan Stockellburg

### **DISCUSSION AND ACTION TO REVIEW AND UPDATE THE TCDS GOVERNING BOARD BYLAWS AND TO REVIEW AND APPROVE THE TCDS BOARD MEMBERSHIP STRUCTURE**

Allan Stockellburg

- A few changes have been made to the bylaws:
  - Expanded the membership policy regarding voting and non-voting members.
  - Timing of meetings.
  - Agendas being posted 24 hours in advance.
  - All terms to end at the end of the third school year.
  - Special meetings.
  - Officers in the Board Bylaws.

Motion to accept the changes to the Bylaws and the Board Membership Structure.

Motion by Renee Danielson and seconded by Richard Cooper

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Bruce Forche and Allan Stockellburg

### **DISCUSSION AND ACTION TO APPROVE THE RENEWAL OF TCDS' LINE OF CREDIT**

Lauren Mosgrove

- TCDS is required to have a line of credit. Our current line of credit is up for renewal in January.

Motion to approve the renewal of TCDS' line of credit.

Motion by Renee Danielson and seconded by Richard Cooper

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Bruce Forche and Allan Stockellburg

### **DISCUSSION AND ACTION TO NOMINATE AND APPOINT A TCDS GOVERNING BOARD SECRETARY**

Motion to nominate and appoint Rachel Robertson as Governing Board Secretary

Motion by Renee Danielson and seconded by Richard Cooper

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Bruce Forche and Allan Stockellburg

### **DISCUSSION AND ACTION TO NOMINATE AND APPOINT A TCDS GOVERNING BOARD TREASURER**

Motion to nominate and appoint Lauren Mosgrove as Governing Board Treasurer.

Motion by Renee Danielson and seconded by Richard Cooper

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Bruce Forche and Allan Stockellburg

### **CALL TO PUBLIC**

- Uniqua Bowman-parent and employee-Asked that the Mitigation Plan and mask wearing policy be revised ASAP.
- Stacy West-parent- Asked that we communicate changes for third quarter in a timely manner. Stacy spoke to the risk of continuing to keep kids' home.
- Hana Feeney-parent-Seconded what Stacy stated.
- Heather Newman-parent-No clear picture of what on-campus life looks like regarding health and safety.
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### **ANNOUNCEMENTS**

- Next Board meeting Monday, November 16<sup>th</sup>, 2020 at 4:00 P.M.

Motion to adjourn meeting.

Motion by Renee Danielson and seconded by Richard Cooper.

Final Resolution: Motion Passed

Yes: Richard Cooper, Renee Danielson, Bruce Forche and Allan Stockellburg

Meeting adjourned at 7:23 PM

Dated this 10th day of November 2020

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson