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**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD  
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD  
SEPTEMBER 14, 2021**

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A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, September 14th, 2021, at 5:00 PM at Tucson Country Day School, 9239 E. Wrightstown Rd., Tucson, Arizona, 85715 and via Zoom.

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

Richard Cooper, Renee Danielson, Bruce Forche, Josh Ruddick, and Allan Stockellburg

Absent: None

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:**

**CALL TO PUBLIC**

None

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

**August 24th and 29th, 2021**

Motion to approve the minutes of the School Board meeting for August 24<sup>th</sup> and 29<sup>th</sup>, 2021.

Motioned by Renee Danielson and seconded by Richard Cooper

Final Resolution: Motion Passed

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

**ADMINISTRATION UPDATE**

Jordan Krause AND Terra Maddock

- Proper mask wearing and mask care had been a concern at the last board meeting. The board members suggested that a health care professional teach the students and staff how to properly wear and care for masks. A nurse and former parent

from UMC came and gave several presentations today. More presentations will take place on Friday at the middle school level.

- Vaccination update-93% of our staff is vaccinated, 7% are unvaccinated.
- AzM2 results are in. No schools took the test in spring 2020. During spring 2021 all schools took the test, but not all students participated. Schools will not be graded on the results this year; the state needed the data to compare years. Writing and language development will be a school-wide focus area. This translates to students being able to write to give information or state opinions giving supporting details or facts, using correct spelling, punctuation, and capitalization. Mathematically, grades 3-6 will emphasize algebraic thinking and numbers in base ten. This translates to students recognizing and analyzing patterns, studying and representing relationships, and determining the reasonableness of answers. Students will also develop a deeper understanding of place value concepts, number relations, and flexibly decomposing and reconfiguring numbers. In grades 7 and 8 a focus on the Number System will be given extra emphasis this year. This translates to students applying properties of operations to add, subtract, multiply, and divide numbers, including negative, positive, and fractional numbers.
- Project Based Learning - We are currently in phase 1, Understand, Explore and Discover. During the first quarter, staff are reading the guide "Keep It Real with PBL: A Practical Guide for Planning Project Based Learning." The following podcast walks the listener through the PBL lesson design process: Cult of Pedagogy PODCAST: How to create a PBL lesson.
- During the second Quarter: Teams will collaboratively design a project using the planning components outlined in the text they read in the first quarter.
- The first Champion Showcase will be held on Friday, October 1st - 5:00-7:00 PM.
- Our open classroom concept in the fourth and fifth grade levels has received feedback from the staff including:
  - Open Classroom allows for more flexibility
  - Students enjoy flexible seating
  - Allows for more hands-on colleague mentorship and modeling
  - Noise is a challenge
  - Providing direct instruction is difficult
- Feedback from Students: Only 7 students this far....
  - 78% prefer small classroom
  - 22% prefer larger classroom
  - 0% prefer outdoor classroom
  - Enjoy the flexible seating in the large classroom
  - Large room gets loud easily
  - Enjoy smaller classroom because it's easier to do quiet reading
  - Like the larger classroom because we get to work with partners more
- **SEAL Team Update – Agi Post**
- “The SEAL Team exists with the sole purpose of helping students move along their unique learning journey. The SEAL Team partners with teachers and staff in

providing instruction to students that is research-based and personalized in the areas of academics, social emotional learning, and behavioral growth. The SEAL Team connects with families and provides them with tools to best support their child's needs.”

- Process of identifying kids who needed support:
  - SIP-Student Information Profile
  - Teacher observations/recommendations this year
- Method of identifying needs:
  - Individual interviews using screeners for both math and literacy
  - Based on results some kids were found to not need intervention, and others were ranked according to the level of need they have.
- Schedules were determined based on need from assessments and taking into consideration each grade level's daily schedules.
- We have about 80 kids in math and 60 in literacy.
- Learning coaches in math: Agi Post and Debbie Ross and literacy: Denise Fiore, Debbie Ross, Kim Crone and Sarah McKeown
- We are taking notes on individual students when they receive intervention and are being very flexible in changing groupings and next steps based on what we observe while working with kids.
- Criteria for exiting students from intervention will include the following:
  - Notes from intervention
  - Classroom teacher input and observation by us in the classroom
  - Mid-year and end-of-year screeners
- ST Math is for all kids on math intervention (we also have all resource students, as well as the entire 2nd, 4th and 5th grade on ST math this year, hoping to extend it to the whole school next year.)
  - It's fun for all K-8 kids who've been on it
  - It's visual to aid true conceptual understanding
  - Its discovery based without front loading instruction, the same way that we want all math instruction to be in the classrooms as well.
  - Lessons are customizable, so that gaps can be filled with individual assignments tailored to each student.
- Samantha Campbell - Social Emotional Learning Specialist:
  - Has been working with classroom teachers and assistant teachers on champion check-in best practices.
  - Has helped the assistant teachers get started with the Second Steps SEL curriculum.
  - Has responded to teacher requests of helping with behavior management of certain groups or individual students.

- Has done behavior plans with students and restorative conferences with groups of students as needs come up.
- Champ Patrol is a program that gets our students involved and proud of their campus while also giving them insight into what a real job is like. Students had to fill out an application and feedback was requested from teachers before selecting applicants.
- Samantha Danielson spoke about her responsibilities with her Camp Patrol position.
- Only kid safe cleaning products are used. Champ Patrol positions are quarterly and take about 20 minutes of the students' day.

### **CHIEF FINANCIAL OFFICER UPDATE**

Lauren Mosgrove

- Last year's financial audit has been completed. We ended the school year with an increase in our net profit.
- Last school year in October, we switched to a program that allows all students on campus to eat for free. We are unsure how long the government will continue with this free program, but it is certain to last through the end of this school year.
- Henry Fortino will present the audit at our next regularly scheduled board meeting in October. Board members will receive the audit before the next board meeting.

### **DISCUSSION AND ACTION TO APPROVE THE BE UNIQUE CURRICULUM FROM PIMA PREVENTION PARTNERSHIP**

Christina Brown and Heather Scott

- Heather and Christina have done educational classes with TCDS for our 6<sup>th</sup> and 8<sup>th</sup> grade students for several years. They are submitting their curriculum for approval from the board. Governor Doug Ducey's new order states that all sex education type curriculum must be approved by school boards. A "Can We Talk" parent workshop is also provided for parents so that they are able to discuss the curriculum and bring any questions or concerns before their child attends the class.
- Parental consent forms must be filled out for each student. Any student who does not turn in a consent form or whose parents wish to opt out, will be provided with an alternative assignment.
- Christina and Heather provided the following PowerPoint presentation to highlight important information regarding their curriculum:  
<https://docs.google.com/presentation/d/1tvHMK2z0OE8m50OvAQ9Hikqftt0xyDV3/edit?usp=sharing&ouid=105523766794161588076&rtpof=true&sd=true>

Motion to approve the Be Unique Curriculum from Pima Prevention Partnership

Motion by Renee Danielson and seconded by Richard Cooper

Final Resolution: Motion Passed

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

### **PRESENTATION OF PROPOSAL TO BUILD CHECK DAMS ALONG THE EASTERN WASH OF CAMPUS**

Krista Young and 4<sup>th</sup> grade students

- This a current 4<sup>th</sup> grade Project Based Learning project that has been started this school year. The focus is watershed management on campus.
- The fourth grade students provided the following PowerPoint presentation to highlight their project:  
[https://docs.google.com/presentation/d/1QLMC6uRg0kMC9Y08DWukVbTf-dhAefqEFn2j\\_AQ33eg/edit?usp=sharing](https://docs.google.com/presentation/d/1QLMC6uRg0kMC9Y08DWukVbTf-dhAefqEFn2j_AQ33eg/edit?usp=sharing)

### **DISCUSSION AND ACTION REGARDING CAMPUS MAINTENANCE, MAINTENANCE AND CUSTODIAL PERSONNEL AND CAMPUS PRIORITIES**

- Board Member Allan Stockellburg noted that there has been a lot of rain lately, rain damage, bugs, and critters on campus. He would like to know what needs the campus has, if there are plans in place to repair the damage, etc.
- We have had a busy three months with classroom and bathroom renovations, new furniture, rain damage to buildings, etc. Our insurance adjuster and a roofer have been out to assess damage; however, the process takes time. Hector and Martin from maintenance have been very busy.
- We have a contract with Truly Nolan to come out monthly for bugs. They came out a separate time to assess the flies and did a very good job getting rid of them.
- Screens are currently being built for all classroom windows to allow for better ventilation without letting bugs and critters into classrooms.
- We currently only have two maintenance workers on staff. We have hired a part-time janitorial staff who is just waiting for his fingerprint clearance card to come in.
- The Champ Patrol students are just supplemental and are not fully responsible for the cleaning of bathrooms or other areas.
- Classroom sanitization is currently being done by students and teachers. Larger tasks are left to maintenance to attend to. Students should own their space, be proud of it and responsible for it.
- The board members would like to send out an all-staff survey to get feedback about the staff and students cleaning the classrooms.

### **DISCUSSION AND ACTION REGARDING SCHOOL-WIDE MITIGATION POLICIES AND POSSIBLE CHANGES OF THE EMPLOYEE HANDBOOK AND STUDENT/PARENT HANBOOK IF NECESSARY**

- The board members discussed the possibility of a COVID-19 testing protocol at TCDS. They also discussed possible changes to the Student/Parent Handbook regarding protective equipment. They would like to see a proposal of dress code compliance changes for the handbook at the next meeting for approval.

Motion to adjourn meeting.

Motion by Josh Ruddick and seconded by Renee Danielson

Final Resolution: Motion Passed

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

Meeting adjourned at 7:50 PM

Dated this 14th day of September 2021

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson