
**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
DECEMBER 13, 2021**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Monday, December 13th, 2021, at 5:00 PM 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 5:01 PM by Allan Stockellburg

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

CALL TO PUBLIC

- Heidi Hatley spoke regarding Tucson Country Day School's decision to go remote.
- An email comment from Wendy Fahlberg regarding Tucson Country Day School's decision to go remote.

ACTION: APPROVAL OF MINUTES FOR THE FOLLOWING BOARD MEETINGS:

November 9th and 22nd, 2021

Motion to approve the minutes of the School Board meeting for November 9th and 22nd, 2021.

Motioned by Josh Ruddick 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

- Our Kindergarten-8th grade campus closure and remote learning started on November 29th, 2021. This learning option is not ideal for anyone, but we are very proud of our students, staff and families for their flexibility and persistence. Champion students of remote learning will be announced on Thursday, December 16th for going above and beyond during our remote learning time.
- Dr. Parsons, our STEM and Academic P. E. teacher presented an example of PBL in the middle school STEM elective.
 - Students were asked to create a story using the Scratch program. Dr. Parsons explained the project step by step to the board members and presented Fiona Matheson's completed project as an example.
 - The board members commented and discussed additional questions with Dr. Parsons.
- Professional Development during the 2nd semester will focus first on a four-part Teaching with Love and Logic training in January. February thru May will focus on PBL feedback seminars with the teachers.
- With PLEDGE help we will get a parent study group setup based on Parenting with Love and Logic, where parents can learn alongside teachers.

CHIEF FINANCIAL OFFICER UPDATE

Lauren Mosgrove

- Our budget versus actual report was sent to each board member showing July 1st, 2021 to November 30th, 2021. Lauren went over specific numbers with the board members.
- Program net income from July 1st are as follows:
 - Champion Care-\$25,000
 - Lil Champs Program-\$28,000
 - Dress Down Days-\$13,000
 - Student Store-\$8,600
- Lauren provided a liquidity report for the board members by quarter for the last year. Lauren and the board members discussed the report and the possible need to set a minimum cash on hand amount to cover a minimum number of days of expenses.

LIL CHAMPS UPDATE

Wanda McDonnell

- Our Lil Champs program is moving back to where it used to be in regard to enrollment. The staff have worked hard to create a great program.
- Ms. Wanda recently applied for a grant and last Thursday she found out that it was approved. The Child Care Stabilization Grant comes from the Department of Economic Security and the Childcare Development Fund. We will be paid in installments through June of 2023. Ms. Wanda would like to use the money for licensing noncompliance and infrastructure needs, as well as staff professional development.
- Wanda applied for a Quality First Program through First Things First in 2019 and was put on the waitlist. This is Arizona's Quality Improvement and Rating System for the state. Recently we have been taken off the waitlist and, on the path, to go through the process of being rated. This is a long process and includes items being assessed such as our learning environment, child assessment, communication with parents, group sizes, etc. Our short-term goal is to get a three-star rating and our long-term goal is to receive a five-star rating.

DISCUSSION AND ACTION REGARDING SCHOOL-WIDE MITIGATION POLICIES

- The board members discussed several changes that they would like made to the mitigation policy including:
 - A clear plan on how to handle outside exposure to Covid-19.
 - How to return to school after a positive test for staff and students.
 - When staff and students should call in sick.
 - Stronger close contact language.
 - Contact tracing.
 - A flow chart regarding what to do next.
 - When an individual's quarantine time would start.
 - Outside safety and social distancing during assemblies or other events.
 - Including an FAQ page.
- Jordan and Terra agreed to go to work on some changes to the mitigation policy. The changes will be prepared and ready to present to the board before January 3rd.
- Our custodial staff is taking the opportunity over the break to disinfect and sanitize all classrooms.
- We are ordering more handwashing stations and will reestablish routines during our first week back on campus.

ANNOUNCEMENTS

- Bruce expressed his gratitude to Denise Fiore for her reading mentor update at the last board meeting.
- Allan asked to get an update about any possibly struggling staff who are furloughed during the closure.
- Our next board meeting is Tuesday, January 11th at 5:00 PM via Zoom.

Motion to adjourn meeting.

Motion by Renee Danielson and seconded by Josh Ruddick

Final Resolution: Motion Passed

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

Meeting adjourned at 6:59 PM

Dated this 13th day of December 2021

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson