
**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
AUGUST 9, 2022**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, August 9th, 2022, at 5:00 PM via Zoom.

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

Christina Brown, Renee Danielson, Bruce Forche, and Allan Stockellburg

Absent: Josh Ruddick

Quorum present? Yes

CALL TO ORDER

The meeting was called to order at 5:03 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:

July 22nd, 2022

Motion to approve the minutes of the School Board meeting for July 22nd, 2022

Motioned by Christina Brown and seconded by Renee Danielson

Final Resolution: Motion Passed

Yes: Christina Brown, Renee Danielson, Bruce Forche, and Allan Stockellburg

ADMINISTRATION UPDATE

CEO-Jordan Krause

- This school year, our focus is on recovering from a challenging couple of years. “Tightening the Screws” is our theme for the year. Below are four specific areas where we will “tighten the screws” and strive to be *Excellent in the Ordinary* each and every day.
 1. Put the Org Chart to work-The Org Chart is designed to provide clarity in how our school collectively provides for students. By defining roles and job

responsibilities, and establishing a clear chain of command, more effective and efficient support for teachers and students are able to play out.

2. Live within the Academic and Social Frameworks-Our school has challenged the “we have always done it this way” mantra when it comes to developing students academically and socially. This school year we are framing these recent efforts into two concise frameworks with the goal of having a unified approach to serving our students.
 3. Establish emergency operations training- Campus safety is paramount and is everyone’s responsibility. All staff will receive consistent training in emergency preparedness throughout the school year. When it comes to responding to emergency situations, one falls to the lowest level of their training and freeze when they have no training. Erin Kotel, Vickie Jones and Jordan Krause are the Safety Team. They spent a full week devoted to revamping our outdated Emergency Operation Plan (EOP). They attended active shooter training with many of the Leadership Team. The Safety Team will be going over emergency scenarios with the staff during professional development.
 4. Monitor overall attendance trends-The first and most important step one can take to grow and improve is to show up...consistently. For good reason the past couple of years have had staff and students engaging in teaching and learning both remotely and on campus. Health and safety concerns have impacted student and staff attendance. While health and safety of students, staff and families will continue to be a priority we seek to establish clear attendance expectations and communication protocols.
- Board Member Renee Danielson requested that Erin Kotel and Vickie Jones attend the next board meeting to give a presentation of the EOP for the board members.
 - First week recap-We prepared very well in the weeks leading up to the first day of school. Overall, it was a good, positive launch to the new school year. There were minor issues with technology, but nothing that couldn’t be handled quickly. A big shout out to our Leadership Team who came back on July 11th and helped with painting, carpet cleaning and more.
 - Our Lil Champs program currently has 48 students, and our Kinder-8th grade program has 513. We have 57 brand new students this year.
 - Our library construction is complete but is still being put back together. Terra and Kim’s office’s still need some tilework and shelving. Roof work on the 100, 200 and 300 buildings is being completed today. Unfortunately, we went over budget for the roof work.
 - Our new bus is going through final inspection this Wednesday or next. Once that is complete, it should be delivered. We are hoping for the end of the month. We are still planning to purchase 1 or 2 more vans.
 - Our new administration team are adjusting to their new roles. Claudio, Terra and Jordan have a stand-up meeting everyday to go over priorities. Once a month they hold a formal meeting to go over big rocks.
 - We are currently fully staff.
 - We found out today that we are a finalist for the Reader’s Choice Award. The winners will be announced on September 1st. If we win this time, it will be our 5th year in a row.
 - We had a new sign put up on Wrightstown Road, it looks great!

CSA-Terra Maddock

- As the Chief Student Advocate Terra is responsible for making sure we are building healthy relationships across campus.

- TCDS Social Framework-Social development is supported as students are provided the necessary tools to manage their own emotions and behaviors, aiming towards a culture of healthy relationships. Social Framework operates under Love and Logic as well as Conscious Discipline.
- SEAL Team and our Phased Response Plan-TCDS is pulling away from a traditional phased response plan, known as a discipline matrix. When talking about building healthy relationships, discipline is inappropriate. Communication with parents by teachers through ClassDojo, email and home visits regarding attendance academics and behavior concerns is phase one of the phased response plan. After phase one, if a student is still struggling, the SEAL Team steps in to support teachers during phase two. The SEAL Team will observe in the classroom to see the struggle. Phase three occurs when teachers and the SEAL Team have collaborated and implemented plans related to the concerns, and it is time to bring Administration in.
- Character Strong-Ms. Sam, our Social, Emotional Coach is kicking off a program called Character Strong that will start on Monday, August 15th. The first lessons are about respect. Lessons will be implemented during classroom Champion Check-In time and teachers will pull it into curriculum and academics as well.

CIO-Claudio Bravo

- Academic development is driven by three primary elements of engagement, each serving distinct roles in the Champion Learning Experience.
- The pinnacle of Champion Learning defines and brings relevance through Project Based Learning. New learning is teacher driven and guided by the power standards. Practice is student driven, personalized, and guided by assessments. PBL is teacher and student driven. Application is guided by community needs.
- The administrative team will dig deeper to come up with authentic measures of student success.
- Some of our teachers took last year's state testing scores a little personal. Teacher's mind sets are changing regarding PBL. We have given them a lot more insight. They feel more supported and are getting the guidance and tools necessary for projects.
- Direct Reports-A concern was brought up about how many direct reports Claudio has. He is currently connecting and gathering information about staff needs and is handling the amount well. We are working with the mentor teachers, encouraging them to answer questions for their team. New teacher training took place and got the staff thinking about the TCDS core values and their intro to PBL. We connected with each of them and wanted them to know that we value their choice to work for TCDS.
- PD Calendar-The PD calendar is still in the process of being finalized. We are personalizing the process with teachers. Based on the needs that admin and staff have identified, we will get them the training and tools necessary for them to be successful.

CFO-Lauren Mosgrove

- Lauren is currently working on the financial audit, which starts in a couple of weeks, and closing out the last fiscal year.
- Our student count is currently at 513 and the state budget will need to be updated after the audit is complete.
- TCDS has 18 new employees this fiscal year. Of the 18, two are previous TCDS employees who have come back to us as Paraprofessionals this year.

- Lauren will be issuing Total Compensation Statements to each employee starting this year. A Legislative session that occurred in 2021, requires us to issue the statement to all charter employees every year.

DISCUSSION TO SET MEETING DATES FOR THE 22/23 SCHOOL YEAR

- We have generally operated on the 2nd Tuesday of the month for Board meetings.
 - September 13th, 2022
 - October 4th, 2022
 - November 8th, 2022
 - December 13th, 2022
 - January 10th, 2023
 - February 7th, 2023
 - March 7th, 2023
 - April 11th, 2023
 - May 9th, 2023
- All meetings will continue to occur at 5:00PM through zoom.

ANNOUNCEMENTS

- Our next Board meeting will be held on Tuesday, September 13th, at 5:00 PM via Zoom.
- Bruce Forche thanked the Administrative Team for a great report tonight.
- Allan Stockellburg thanked the entire TCDS staff for helping to make the parking lot run substantially smoother on the first day of school this year. He also thanked Mrs. Morales for getting the School Board members set up on ClassDojo.
- Renee Danielson commented on the informational videos being made by the Administrative Team. They are a great medium for information.

Motion to adjourn meeting.

Motion by Renee Danielson and seconded by Christina Brown

Final Resolution: Motion Passed

Yes: Christina Brown, Renee Danielson, Bruce Forche, and Allan Stockellburg

Meeting adjourned at 6:42 PM

Dated this 9th day of August 2022

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson