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**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD  
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD  
JANUARY 10, 2023**

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A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, January 10, 2023, 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, 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**

- None

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

**December 13th, 2022**

Motion to approve the minutes of the School Board meeting for December 13th, 2022

Motioned by Bruce Forche and seconded by Renee Danielson

Final Resolution: Motion Passed

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

**ADMINISTRATION UPDATE**

**CEO-Jordan Krause**

- Our Lil Champs program currently has 57 students; this is up 2 students from the last meeting. Our Kinder-8<sup>th</sup> grade program has 512, which is the down one from our last meeting. Enrollment for the 2023/2024 school year has started and we are currently at 421 and counting.
- Parent surveys were sent out yesterday. Student surveys will be administered next week. Data will be collected and sent with an analysis to the Board Member the week of January 23<sup>rd</sup>.

- Midyear PGP meetings are taking place with staff this month.
- A campus project list was sent to Board Members yesterday. The list included upcoming campus projects, the estimate for the project, and the dates around when the projects would be started.
- The library catalog is now available to view on our website. It will continue to evolve.
- Camp Adventure Update-After 15 plus years as the Camp Director, Ms. Debbie Ross is stepping down. Admin has decided to fill the position with Ms. Moani Kanae from the 5<sup>th</sup> grade teaching team. Camp capacities will be increased this summer.
- Jim Click raffle ticket sales will launch next week. This year we are raising money to replace our wooden picnic benches with metal coated picnic tables.

### **CSA-Terra Maddock**

- PLC focus this week is with Sam Campbell. Ms. Sam has created a universal 15-minute screener that our TCDS staff can use to help determine which students need additional support and how much.
- Tucson Police Department (TPD) has been on campus recently. We are partnering with them as community helpers to help our students get over the stigma that police are scary. Ms. Cat, the SRO officer who has been assigned to our school, will be on campus from time to time. Information about our SRO officer being on campus has gone out to parents in our Monday Memo.

### **CIO-Claudio Bravo**

- Staffing Update-Our new middle school PE teacher is not able to start until his new fingerprint clearance card comes through. In the meantime, Mr. Hall has stepped in to teach middle school PE and one of the candidates interviewed is stepping in for Mr. Hall in elementary PE. Our new middle school science teacher will start on January 23<sup>rd</sup>.
- PD focus this quarter is on state assessment practice. The 2<sup>nd</sup> half of the quarter will be focused on PBL assessment in response to previous discussions and how we determine the success of PBL. The plan is to focus on working with Mr. Russas on his project for the tortoise enclosure and the standards that are imbedded in that project that will also be on the state assessments. We will develop rubrics criteria for success, providing outside evaluations on their performance of those objectives. Students will present a proposal to the Board Members and will include those standards in their deliverables. This will be an example of a project we can then share with staff as a project planning tool and how rubrics are developed for future projects and standards assessed
- Reading data is in from the beginning of the year. We are currently waiting for midyear testing to be completed. Mr. Bravo went over the data with the Board Members at length for all grade levels.

### **CFO-Lauren Mosgrove**

- Our adopted budget was based on an enrollment of 518 students or 488.5 ADM. Our average daily enrollment as of yesterday was 509 students or 481.7 ADM. The final count for funding is on January 20<sup>th</sup>, 2023, our 100th day, but since that's only eight more school days, our ADM won't change significantly. This equates to a dollar amount in state funding of about \$69,000. Our budgeted enrollment will be less than what our 100th day enrollment is, so we'll be required to submit a revised budget to the state

before May 15<sup>th</sup>. Lauren will prepare and present the revised budget to the Board Members for approval after the 100th day.

- As requested by the Board Members, Lauren sent a list of all large expenses that have been added to the budget since it was finalized in July. Lauren went over the list with the Board Members in detail.

## **DISCUSSION AND ACTION TO APPROVE THE USE OF EMERGENCY NALOXONE PROCEDURES**

**Jordan Krause**

- Naloxone is a medication approved by the FDA designed to rapidly reduce opioid overdose. According to the DEA fentanyl is the single deadliest drug threat our nation has ever encountered. With more and more stories on the news of kids inadvertently taking and dying from fentanyl, it would be wise of us to be prepared. When looking into acquiring free naloxone kits from the AZ department of health Jordan found that there's an AZ law that says the board of a school must adopt and enforce emergency naloxone procedures ([ARS 15-341 - item number 43](#))
- The Board Members were in favor of moving forward and creating a procedure for Narcan use if/when necessary. The Administrative Team will work together with Ms. Nicky to create a plan to propose to the Board Members at our next meeting.

## **DISCUSSION AND ACTION REGARDING SCHOOL-WIDE MITIGATION STRATEGIES**

- The Board Members discussed a possible mask mandate and notifications to parents of positive COVID cases on campus. We will continue sending these notifications at this time.

## **ANNOUNCEMENTS**

- The next Board Meeting is February 7<sup>th</sup> at 5:00 PM via zoom.
- Our guided Open House is scheduled for January 25<sup>th</sup>.
- An evacuation drill is scheduled for tomorrow.
- Tuning protocols are scheduled for February 1<sup>st</sup>. Mr. Bravo will send the schedule to the Board Members.
- Youth trauma training is scheduled for February 4<sup>th</sup> on campus. 23 staff members are enrolled for the training.

Motion to adjourn to executive session at 7:24 PM.

Motion by Renee Danielson and seconded by Josh Ruddick

Final Resolution: Motion Passed

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

Motion to come out of executive session at 7:56 PM.

Motion by Josh Ruddick and seconded by Christina Brown

Final Resolution: Motion Passed

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

Motion to adjourn meeting.

Motion by Bruce Forche and seconded by Renee Danielson

Final Resolution: Motion Passed

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

Meeting adjourned at 7:56 PM

Dated this 10<sup>th</sup> day of January 2023

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson