
**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
APRIL 11, 2023**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, April 11, 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:

March 7th, 2023

Motion to approve the minutes of the School Board meeting for March 7th, 2023

Motioned by Josh Ruddick and seconded by Christina Brown

Final Resolution: Motion Passed

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

Renee Danielson joined the meeting at 5:03 PM

DISCUSSION AND ACTION REGARDING THE PLEDGE PARENT PROGRAM

- Terra Maddock had a previous discussion with our PLEDGE members who thought it might be best to change the format of our parent program. Perhaps turning it into a committee that staff could be a part of would spark more interest. They are interested in potentially closing the PLEDGE bank account and just using the school account. Breaking down large school wide events into smaller committees could give people the option to sign up for just what they are interested in. Committee ideas would include the

cookie dough fundraiser, fall festival, spring fling, staff appreciation and maybe an end of year event.

- PLEDGE meetings have had little to no interest from parent who were not the PLEDGE members. Several different meeting times, zoom and in person were offered, and still there was no real interest.

Motion to have PLEDGE, Admin, the Business Manager and the CFO work together to get the PLEDGE program dismantled and its funds moved over to the TCDS bank account and budget.

Motion by Bruce Forche and seconded by Josh Ruddick

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 the same as the last meeting. Our Kinder-8th grade program has 513, this is the same as the last meeting. Enrollment for the 2023/2024 school continues, and we are currently at 475, which is up 19 from the last meeting, plus an additional 8 that came in over the last few days.
- Campus projects update: Roofing in maintenance is starting tomorrow. There has been a lot of junk removal and organizing of the maintenance space. We have accepted a bid for roof work on five of our buildings that will take place this summer. Our Lil Champs program will be expanding, as we currently use two of the classrooms for storage. One of these classrooms will be opened to accept more Lil Champs students for the 23/24 school year. Our ropes course project has had some delays with supplies, but the first elements should be put in by May 1st. Our archery range is being demolished and summer camp archery will be done on the field with using movable targets. The recoating of the Activity Center floor will occur in the middle of July right after camp.
- A TCDS mailer will be going out to the 85715-zip code soon. There is an open house scheduled for May 3rd during the school day for prospective parents. A previous evening open house was successful, and we received a few registrations from that event. We have Instagram and Facebook ads that are advertising our open house and tours. After spring break, all staff disbursed five flyers to their own neighbors or churches to help bring in more students.

CSA-Terra Maddock

- The self-care PD occurred for our staff last Wednesday. We offered yoga sessions, chair massages and board games for the staff to relax and have some fun. Our wonderful lunch ladies, Laura and Stacey put on a great luncheon for the staff as well.
- TPD will be providing an all-staff training for us. This training will better educate our community, teaching us what a threat is and what constitutes an arrest. They will offer ways to communicate with students and how to handle situations that do not involve TPD. They will also offer a long question and answer session after the initial training.

- There is a meeting scheduled on April 26th to potentially create a partnership with Casa De Los Niños. Staff members of Casa De Los Niños would come on campus to provide behavioral support and ideas on how to handle empathic discussions for tier 3 students.
- Social Framework- When you put the Love and Logic principles and Conscious Discipline together, the hope is to create healthy relationships. We are currently discussing how to simplify the social framework and condense it into PBIS. The practices and principles of love and logic are what we have emphasized. We would like to reintroduce the three elements of conscious discipline- Safety, problem solving, and connection. Teachers will be asked to have these as the norms in their classrooms. How are you going to use this in your classroom, and what will this look like with your students. How will you create a safe community in your classroom? Teachers will use the tools provided from training and onboarding through PD.

CIO-Claudio Bravo

- Testing season started a couple of weeks ago with the Arizona science test. Our students have now gone through the writing test and are starting on ELA next. Thank you to our I.T. Department for making testing logins so much easier this year. Thank you also to Diane and our SEAL team who have taken on students with testing accommodations. We are looking forward to the test results which will come in over the summer. We are confident and optimistic that our students will do well on these tests, and we can move up on our school grade.
- PBL standards follow up: We will be creating rubrics for PBL and these will be the foundation of our PBL project planning tool. The rubrics will be used as one way to use the standards and assess those standards. Next school year all projects will have rubrics attached. This will include deliverables at check-ins. The program for elementary next year will include three teachers; one who sets the numeracy lessons, one who sets the literacy lessons and one whose focus is on planning the projects and using the rubrics with the project planning tool.
- End of year Dibels assessments are coming, and Claudio will have data available at our next Board meeting.

CFO-Lauren Mosgrove

DISCUSSION AND ACTION TO REVIEW AND APPROVE THE REVISED BUDGET

- The 100th day enrollment was 5.9 ADM, which is less than our estimated enrollment that was on our original adopted budget. We are required to submit a revised budget to the state. Lauren presented the revised budget to the Board members. The numbers contained in the revised budget form reflect the numbers that Lauren has been continuously updating and presenting to the Board each month as well as the ADM revision. Lauren went over each page and the changes with the Board members.

Motion to approve the revised budget for FY23.

Motion by Renee Danielson and seconded by Christina Brown

Final Resolution: Motion Passed

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

DISCUSSION AND ACTION TO APPROVE THE JOB DESCRIPTIONS AND ORG CHART FOR THE 23/24 SCHOOL YEAR

- The org chart for the 23/24 school year is quite streamlined. It includes two new directors, one for middle school and one for elementary. All four of the Directors will report to both the CIO and the CSA who will co-lead that team. The Guidance Counselor and Business Manager along with those Directors and Admin will make up the Leadership Team that you see marked in red. The Admin Team will operate under the CEO. The Camp Adventure Director, and IT will be overseen by the CIO.
- The job descriptions were made more uniform and changed quite a bit to mirror the other positions.
- Jordan discussed the other changes to the Org Chart and job descriptions at length with the Board members.

Motion to approve the org chart and job descriptions with the corrections provided.

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

DISCUSSION AND ACTION TO SET THE ANNUAL AND SUMMER BUDGET MEETING DATES

- The annual Board meeting is set for July 15th, 2023. This will be an all-day meeting and will be held on campus.
- Budget meetings: June 20th at 5:00pm to approve the proposed budget. July 15th to adopt the budget at 9:00am.

DISCUSSION AND ACTION REGARDING SCHOOL-WIDE MITIGATION STRATEGIES

- Our current mitigation strategies are on our website under the operations tab. Jordan would like to make a change regarding notifications.
- The CDC is not recommending quarantine time anymore. They are only recommending that people surveil symptoms.
- The TCDS website currently has conflicting guidelines with the Public Health Department's recommendations.

Motion to remove the Covid-19 mitigation strategies from the TCDS website and replace it with "Campus Health and Safety Strategies."

Motion by Bruce Forche and seconded by Josh Ruddick

Final Resolution: Motion Passed

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

ANNOUNCEMENTS

- The next Board Meeting is May 9th at 5:00 PM via zoom.
- The Champion Showcase is May 19th.
- The 8th Grade Promotion is May 25th at 9:00 AM, all Board Members are invited to attend.
- The Naloxone policy will be presented to the Board in May.
- Christina Brown let us know that Pima Prevention Partnership is recruiting high schoolers to be volunteers during Camp Adventure this summer.
- Current Board Member terms need to be reviewed for the next Board meeting.

Motion to adjourn meeting.

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

Meeting adjourned at 7:55 PM

Dated this 11th day of April 2023

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson