

**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
SEPTEMBER 26, 2023**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on
Tuesday, September 26, 2023 at 6:00 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, and Allan Stockellburg

Absent: none

Quorum present? Yes

CALL TO ORDER

The meeting was called to order at 6:03 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 15, 2023 and August 15, 2023

It was pointed out that there is a small typo on page 5 of the July 15, 2023 minutes. Mr. Bravo is written as *Brave*. The Board accepted the minutes as this typo will be corrected.

Motion to approve the minutes from School Board meetings for July 15, 2023 and August 15, 2023

Motioned by Christina Brown and seconded by Renee Danielson

Final Resolution: Motion Passed

Yes: Christina Brown, Renee Danielson, and Allan Stockellburg

ADMINISTRATION UPDATE:

CEO-Jordan Krause

- Lil Champs program currently has 40 students; this is three fewer than our last meeting. Our Kindergarten-8th grade program lost 7 students, due to four moving out of town, one moved down to PreK, and two more leaving for health reasons. However, we gained four new ones which gives us a total of 507 students currently. We were at 510 at our last meeting. Our goal for January still remains at 530.
- Several new staff members have been hired since our last meeting. Ms. Candace Glass started September 14th teaching 4th grade. She is a great fit for our school. Ms. Zoe Parkinson started this week on September 25th teaching Middle School Humanities and Mr. Emerson von Breitenstein will be starting on October 4th teaching Middle School Science.

Claudio Bravo added that in addition to our handbook regarding hiring, one positive thing about hiring new staff has been for prospective applicants to tour the campus, observe possible grade

levels, and have about fifteen minutes to meet another teacher or possible colleague. The Board would love to hear about the feedback from these teachers in the future about how this process was and how influential it was for them and the school.

Administration is in the process of hiring a third 4th grade teacher in the future since there are only two 4th grade cohorts currently and this could benefit us in accepting new students in the future. There is no rush, but when the right fit is located, the cohorts will be recalibrated which will reduce the number in each cohort for now.

- Jordan is working on a large grant for 2024 so he will be attending an Angel Charity event on October 3rd to learn more about 2024 grant funding and speak to their leadership team. This organization could possibly be a great resource to help the school with transforming our Maker Space for PBL.
- Another grant that Jordan is pursuing is for upgrading and expanding a campus security system. Bids have been acquired already from Verkada and Cabling Solutions.
- Terra Maddock is putting together a survey to send out to families at the end of Quarter 1 to see how we are doing and to see if we are doing what we say we are doing.
- Pam and Rachel will work on getting past students' emails to send surveys to them and obtain feedback on how the school did to prepare students for High School.
- The school has completed a new playground shade structure.

CSA- Terra Maddock

- In regards to our Social Framework, Terra has a friend that works at Casa de Los Niños and she is looking for partnerships with others in our community. A team came to see our campus and agreed to have Christopher from Casa de Los Niños come on Fridays and work one-on-one with K-8th students (parents notified prior) who are falling into emotional tier 2 and help with social and emotional support. This will offer additional support and strategies to help classroom teachers.

CIO- Claudio Bravo

- Claudio Bravo shared that he is finalizing his first Case Study (one out of three) and it should be ready to share through a portfolio that is being created by Quarter 2 to help families better understand what PBL is all about and how it looks in the classroom. Some of this year's upcoming projects are:
 - Champion Sanctuary: updating the garden area (3rd-5th)
 - Story of My Life: students create personal timelines (1st-all 3 classes)
 - La Fiesta de Cumpleanos: birthday party planning (3rd)
 - Composition Workshop: students create original music compositions (MS)
 - Building a Zoo: design a zoo based on the needs of animals (2nd-all 3 cohorts)
 - Champion Channel: create a school-wide new broadcast (MS)
 - Coming To Story: develop storytelling skills across different mediums (MS)
 - AgriCulture Kids: students explore impacts of farming/agriculture through potatoes (5th- Shemroske class)
- The Board asked about the Skills Enrichment class that was started this year and wanted to get some feedback on how it's going from students and teachers. Mr. Bravo said so far it is successful but he needs to sit down with Mrs. Post and Mrs. Parks to talk about the details.

Currently there are 45 students (three periods- each class has 15 students) in Numeracy and 18 students working on Literacy with Mrs. Parks. One student is expected to exit this class by the end of Quarter 1.

DISCUSSION AND ACTION TO APPROVE A HANDBOOK UPDATE

Jordan Krause stated that it was noted that some changes needed to be made to the handbook in regards to the wording regarding Hearing and Vision screening.

The following is language to be added to our Employee and Student/Parent Handbooks, in the *Campus Safety and Health Care* section:

TCDS follows the Arizona Department of Health Services guidelines and Arizona state statutes for hearing and vision screening. Staff members who conduct screeners are certified and trained in accordance with AZDHS requirements. Hearing screening information can be found in Arizona Administrative Code 9.A.A.C.13 Article 1. This handbook serves as your notification of the screenings. If you do not wish your student to be screened, please notify the school's Health Clerk at nbrown@tcdschampions.com or by calling 520-296-0883.

The following population will be screened at TCDS on an annual basis:

- All students who did not pass the hearing screening last year.
- Any student repeating a grade.
- Any student as requested by leadership, classroom teacher, or parents.
- All students who have an IEP, or those about to be evaluated for an IEP.
- All students who are placed in the school's academic intervention program.
- All students who are new to the school and whose transfer records do not indicate previous screenings.
- All students in grades Kindergarten, 1st, 3rd, 5th and 7th grades.

The Arizona Department of Health Services does not yet mandate school wide vision screening. Until further guidance is received TCDS will screen the following students for vision:

- All students who have an IEP, or those about to be evaluated for an IEP.
- All students who are placed in the school's academic intervention program.
- Any student as requested by leadership, classroom teacher or parents.

Motion to accept an update to both the Employee and Student/Parent Handbooks motioned by Renee Danielson and seconded by Christina Brown.

Final Resolution: Motion Passed

Yes: Christina Brown, Renee Danielson, and Allan Stockellburg

DISCUSSION AND ACTION TO ELECT TWO (2) NEW BOARD MEMBERS TO FILL VACANT SEATS

There was only one vacant seat advertised, but unfortunately, Board member Josh Ruddick, passed away two weeks prior to this meeting leaving a second vacant seat open to fill.

Renee Danielson wanted to start off by stating that it was an honor and privilege for her to serve with Josh Ruddick on the Board and shared that he will be truly missed. Board President, Allan Stockellburg, also shared that Josh was such a great advocate for Project Based Learning and was a tremendous asset to this Board and he will be missed.

Jordan Krause also shared that the new tortoise habitat on campus was Josh's idea. He agreed that he was a great asset to our school and stated that the school's Desert Tortoise habitat will be dedicated to him.

- Candidates
 - Jesse Morris
 - Renee Ayat
 - Emily Ruddick
 - Wendy (she left the zoom meeting before interviews began and never returned)

- Each Candidate gave a three-minute presentation discussing their background and why they are qualified for the School Board position.
- Each candidate was asked several questions by the current Board members.
- The first vacant seat is for a three-year term, ending June 30, 2026.
- Due to only having three current Board members, a unanimous vote must be obtained.
- The 1st vote for candidates was held. A unanimous vote could not be met.
- A 2nd vote was held. A unanimous vote could not be met.
- The candidates were asked to share another point as to why they would be the best candidate for the Board.
- A 3rd vote was held. A unanimous vote was obtained to appoint Jesse Morris as a Board Member.
- The Board members extended their congratulations to Mrs. Morris and then she immediately was able to join the Board members to elect a candidate for the one-year vacant seat to finish the term for Josh Ruddick.

Since Jesse Morris was added to the Board, a majority vote (three out of four) is needed to elect the next Board member.

- Candidates for the one-year vacant seat
 - Renee Ayat
 - Emily Ruddick
- The 1st vote for candidates was held. A majority vote was obtained and Emily Ruddick was elected to fill the one-year vacant seat ending June 30th, 2024. She will be up for re-election after that.
- The Board members extended their congratulations to Mrs. Ruddick and they thanked Renee Ayat for applying for the Board position and for her service offered to the school.

ANNOUNCEMENTS

- A special Board Meeting will be held to Approve the Financial Report for FY 2023 on October 5, 2023 at 6 PM via ZOOM. Board requested to get the report ahead of time to review. Pam will ask Claudina from ADI.
- Next regular scheduled Board meeting: Oct 24th TBD on zoom

EXECUTIVE SESSION

None

Motion to adjourn the meeting

Motion by Renee Danielson and seconded by Christina Brown

Final Resolution: Motion passed

Yes: Renee Danielson, Christina Brown, Allan Stockellburg, Jesse Morris, Emily Ruddick

Meeting adjourned at 7:49 PM.

Dated this 26th day of September 2023

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Pam Hubble