

**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
JANUARY 23, 2024**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, January 23, 2024 at 5:00 PM via ZOOM.

Present at the meeting were the following members of the Governing Board of Tucson Country Day Charter School: Renee Danielson, Christina Brown, Allan Stockellburg, Jesse Morris, and Emily Ruddick

Absent: none

Quorum present? Yes

CALL TO ORDER

The meeting was called to order at 5:02 PM by Allan Stockellburg

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

CALL TO THE PUBLIC: None

DISCUSSION AND APPROVAL OF MINUTES FROM NOVEMBER 28, 2023 and JANUARY 9, 2024

In the January 9, 2024 minutes, a minor edit was made and approved.

ACTION: APPROVAL OF MINUTES FOR THE NOVEMBER 28, 2023 AND JANUARY 9, 2024 MEETINGS

Motioned by Christina Brown and seconded by Emily Ruddick

Final Resolution: Motion Passed

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

DISCUSSION AND ACTION TO ACCEPT THE RESIGNATION OF THE BOARD SECRETARY, PAM HUBBLE

Pam Hubble submitted a letter of resignation as Board Secretary to the Board Members on January 22, 2024 effective May 24, 2024, unless a replacement is found earlier.

ACTION: ACCEPT THE RESIGNATION OF THE BOARD SECRETARY, PAM HUBBLE

Motioned by Jesse Morris and seconded by Renee Danielson

Final Resolution: Motion passed

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

DISCUSSION TO FILL THE VACANT BOARD SECRETARY POSITION BY MAY 24, 2024

Allan Stockellburg, President, stated that a replacement would not be completed tonight and that he felt it should not be filled by one of the current voting Board Members. A discussion was had as to how to go about finding a replacement and it was concluded that Jordan Krause and Pam Hubble would be announcing the vacancy to the school community as it is done when there is a vacancy for a new Board Member.

DISCUSSION AND ACTION TO APPROVE THE SCHOOL CALENDAR FOR 2024-25 SCHOOL YEAR

Action: Motion to approve the 2024-25 School Calendar by Renee Danielson and seconded by Christina Brown

Final Resolution: Passed

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

ADMINISTRATIVE UPDATE:

• Enrollment:

Mr. Krause discussed that the school's enrollment has gone up since the last Board meeting. Lil Champs are currently at 48 (previously 42), K-8 is currently at 514 students (previously 510). Although the school's goal to be at 530 students by the 100th day of school was missed, we made growth. Currently, the 2024-2025 enrollment numbers for Lil Champs is at 11 students, and K-8 has 423 students enrolled.

• Advertising:

Hunter Alvarez, TCDS Digital Content Coordinator, gave an update on advertising results using various social media platforms. School videos have been placed on Facebook, Instagram, and YouTube targeting new families in our community as well as possible new staff members. Digital works that are being shared consist of new student information videos, monthly newsletters, athletic game highlights, and TCDS videos/podcasts. As we are still in the "Honeymoon phase", subscribers, followers, and viewers are steadily increasing on each of these platforms.

• Grants:

Jordan Krause shared that the Angel Charity grant has been selected for the next round of approval. We are asking for roughly \$40,000 to renovate our Makerspace. We are still searching for a school security grant to cover the costs for improving the school's security camera/outdoor PA system. The school has a couple bids for upgrading Security cameras, old cameras, and adding additional cameras.

• Upcoming important dates:

- Staff shall receive contracts for 2024-2025 school year on March 8th rather than the last week of school which is what has been done in the past. Staff that may be on Phase 2: "Structure the Support" of the school's Professional Growth Plan - Staff Evaluation, their contract will be contingent on their trajectory of improvement through 4th quarter.
- Staff shall return July 24th, 2024 for the 2024-25 school year.
- New staff as well as select 2nd year staff/SEAL Team will return on July 17th due to staff requesting (on our latest staff survey) more training before starting school.

• Social Framework:

Wanda McDonnell shared that she and Terra Maddock recently attended a Conscious Discipline conference in Ohio which focused on administrators promoting and practicing this practice in the school community and families. We are also conducting a Director Training by having a weekly book study and then talking regularly in order to help others recognize when we are doing it already. Directors are building case studies of teachers doing this in their classroom. A book study is coming up to help parents/guardians with this practice as well.

● **Academic Framework:**

Claudio Bravo updated the Board about a Director Training for Project Based Learning (PBL) and Qualified Evaluator Training for Directors through Arizona Department of Education. The school is building an introductory video on PBL at TCDS for the purpose of helping educate our parents and families. The school is working on a Mid-year Benchmark using Dibels for K-3, IXL for all grade levels, and having data broken down by the next Board meeting in February to see our growth and progress. Soon, a meeting will be held with an ST Math representative to better understand our data for student growth. Claudio Bravo and Jordan Krause will be touring High Tech High in March in order to learn more from their expertise with PBL. Claudio shared the PBL Case Study #1- which focuses on 1st grade's *Timeline* project. More case studies are to follow soon.

● **Survey Results and Take-aways**

There were several surveys (student, staff, parents, former students) sent out through email at the beginning of this quarter. Jordan and the Board members discussed the survey data at length. A few take-aways from these surveys were: we still have lots of work to do with Conscious Discipline, staff still want more training with PBL, more planning time, support with student discipline, improve our school wide communication, increasing our new staff onboarding days in the summer, and teachers wanting help from the school to become certified.

ANNOUNCEMENTS:

- Place ADI on the agenda for February to present the January and February financials and revised budget
- Next Scheduled Board meeting: February 27, 2024 at 5 PM on zoom

EXECUTIVE SESSION:

NONE

MOTION TO ADJOURN THE MEETING:

Motioned by Christina Brown and seconded by Emily Ruddick

Final Resolution: Motion passed

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

Meeting adjourned at 7:25 PM.

Dated this 23rd day of January 2024

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Pam Hubble