
**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
OCTOBER 1, 2024**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, October 1st, 2024, 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, Michelle Bullock, Cassidy James, and Allan Stockellburg

Absent: Renee Danielson

Quorum present? Yes

CALL TO ORDER

The meeting was called to order at 6:02 PM by Allan Stockellburg

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

CALL TO PUBLIC

- None

**PRESENTATION OF THE 2023-2024 ANNUAL FINANCIAL AUDIT AND
AUDITED FINANCIAL STATEMENTS BY HENRY FORTINO, CPA AND
ROLL CALL VOTE TO ACCEPT THE AUDIT AND COMPLIANCE
QUESTIONNAIRE**

- All School Board Members received copies of the audited financial statements, and the legal compliance questionnaire.
- Tucson Country Day School received a clean opinion and no findings this year.
- Our compliance questionnaire is a yes or no answer document. We did very well, with only 1 no. The no was related to comparing state attendance records with the school's attendance records, there was a small difference.

Motion to accept the FY24 annual financial audit and audited financial statements.

Motion by Christina Brown and seconded by Cassidy James

Final Resolution: Motion Passed

Yes: Christina Brown

Yes: Michelle Bullock

Yes: Cassidy Jaems

Yes: Allan Stockellburg

ACTION: APPROVAL OF MINUTES FOR THE FOLLOWING BOARD MEETINGS:

June 28th, 2024, July 9th, 2024 and August 27th, 2024:

Motion to approve the minutes of the School Board meetings for June 28th, July 9th, and August 27th, 2024.

Motioned by Christina Brown and seconded by Cassidy James

Final Resolution: Motion Passed

Yes: Christina Brown, Michelle Bullock, Cassidy James, and Allan Stockellburg

DISCUSSION AND ACTION TO APPROVE THE ANNUAL FINANCIAL REPORT FOR FY24

- Business Manager Rachel Robertson sent the Annual Financial Report (AFR) for FY24 to the Board Members via email. No discussion was necessary.

Motion to approve the Annual Financial Report for FY24

Motioned by Michelle Bullock and seconded by Cassidy James

Final Resolution: Motion Passed

Yes: Christina Brown, Michelle Bullock, Cassidy James, and Allan Stockellburg

DISCUSSION AND ACTION TO REVIEW THE FY24 QUARTER 1 BUDGET VS. ACTUAL

- Business Manager Rachel Robertson sent the Budget vs. Actual for Quarter 1 to the Board Members via email.
- For Quarter 1 TCDS should have spent right around 25% of our budget for the year. There is only one area that has been spent beyond this amount in the Business Office due to the completion and payment of the audit in full.
- No action necessary.

ADMINISTRATION UPDATE

Jordan Krause, Claudio Bravo, and Terra Maddock

- Our enrollment for Kinder-8th grade is the same since the September Board meeting at 513. Lil Champs added 1 more student for a total of 49.
- Goals for the 2024/2025 school year are the same as last year and the year before:
 - To receive 95% satisfaction rating from Student, Parents and Staff on our mid-year survey.
 - To increase student enrollment for Lil Champs and K-8th compared to last year's 100th day count.
 - For our 4th-8th grade students to show growth in proficiency on the ELA and Math State assessments compared to the prior years.
 - As part of our 3-year strategic plan, all staff should be able to name and define our big 5 this school year. Those big 5 are our Mission, Vision, Service Standards, Social Framework, and Academic Framework. A test will be given to staff in May 2025.
- Future campus improvements:
 - The black top resurfacing is still something we'd like to have done. It will be approximately \$60,000. We attempted to get tax credit donations for the black top last year, but the amount needed didn't come through. Instead, we used the smaller amount received for the Maker Space.
 - The canvas over Ramada A will likely need to be replaced in the next couple of years. Jordan is getting an estimate
 - We would also like to build a roof over the changing rooms and upgrade the shower house plumbing. Jordan is getting an estimate.
- Nature Lab is a new idea for a "Microschool" that leverages the outdoors and nature on campus. There is a growing movement of embracing outdoor learning and the power of children learning in nature. Jordan is creating a "white paper" report to send to the Board Members with more specifics by November 1st and would like to hold a parent meeting to introduce the concept the week of November 11th.
- High School Update: Jordan is creating a "white paper" report to send to the Board Members with more specifics by November 1st and would like to hold a "vision" meeting for parents, staff and community members during the week of February 10th, 2025.
- Social Framework: Terra's first parent sessions related to Conscious Discipline was held on August 28th. 14 parents attended. We have already received requests for more parent sessions. A second session is scheduled for the 2nd semester.
- We continue to build a safe community, recognizing our school family and nurturing it. We are hearing more statements focusing on the positive. Terra is grateful for the opportunity to work with the teachers *and* the parents.

- Academic Framework: Claudio doesn't have the beginning of the year benchmark assessment data yet. Teachers asked for an additional week to finish assessments.
- Parent Night Takeaways: Claudio observed that a significant number of parents lacked a clear understanding of Project-Based Learning (PBL). They struggled to differentiate between a project and the concept of Project-Based Learning. When Claudio gave a clarifying explanation, the parents were shocked. There is a need for improved information to enable parents to grasp the scope of a PBL unit's background and context. By providing this information, parents will be better equipped to comprehend what they see at the Champion Showcase. However, it was noted that providing a handout may not be a sufficient way to convey this information effectively.

ANNOUNCEMENTS

- Next Board meeting is scheduled for November 12th, 2024, at 5:00 PM.
- Rachel will send the cover page of the AFR to each Board Member for signatures.
- Continued concerns with the new lunch caterer. The menu, portion sizes, foods that the students don't like and coming home hungry. Rachel will send an explanation to Board Members later this week.

Motion to adjourn meeting.

Motion by Christina Brown and seconded by Cassidy James

Final Resolution: Motion Passed

Yes: Christina Brown, Michelle Bullock, Cassidy James, and Allan Stockellburg

Meeting adjourned at 7:33 PM

Dated this 1st day of October 2024

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Pam Hubble