



**TVCS Board Meeting Minutes**

**January 19, 2017**

**Regular Session: 7:00 pm**  
**Executive Session: 6:00 pm**

**Location: 420 S. Orchard,**  
**Boise, Idaho 83706**

<b>Present: (voting members in bold)</b>				
<b>Ben Greenwood (Chair)</b>	<b>X</b>	Tony Richard-Administrator	X	
<b>Rachael Smith (Vice-Chair)</b>	<b>X</b>	Kim Black-Business Manager	X	
<b>Andrea Estes</b>	<b>X</b>	Jennifer Owen-Tillotson -Enrollment	X	
<b>Jake Hays (Secretary)</b>	<b>X</b>	<b>Other Attendees:</b>		
<b>Jamia Byrns</b>		Chris Yorgason-Attorney	X	
		Lisa Thompson-Financial Consultant		

**Our Vision**

*The Village Charter School community inspires students to cultivate their individual gifts and abilities, equipping them to discover meaningful value and purpose in the world.*

**Our Mission**

**Cultivating Critical Thinkers, Developing Strong Leaders**

*The Village Charter School provides a challenging, hands-on curriculum to cultivate students to be critical thinkers and confident leaders in a safe, supportive and loving environment.*

**Executive Session Board Meeting**

74-206. Executive sessions -- When authorized. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body. An executive session may be held:

- (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general;
- (d) To consider records that are exempt from disclosure as provided in [chapter 1, title 74](#), Idaho Code;

<b>Time</b>	<b>Executive Session</b>	<b>Presenter</b>	<b>Presentation</b>	<b>Issues/Planned Action</b>
6:00 pm	74-206(1)(a,d)	All	N/A	N/A
Executive session was opened and roll call was taken. All board members were present with the exception of Jamia Byrns who joined the meeting ten minutes after roll call. Executive session was closed at 7:10 pm.				
<b>Time</b>	<b>Regular Session</b>	<b>Presenter</b>	<b>Presentation</b>	<b>Issues/Planned</b>

				<b>Action</b>
7:16 pm	Call Meeting to Order, Roll Call, Pledge, Vision & Mission	Ben Greenwood	N/A	N/A
Trustee Greenwood called the meeting to order. Roll call was taken and all board members were present with the exception of Jamia Byrns. Trustee Greenwood introduced Robert Giordano from ACD who had joined the board meeting via phone. All present then recited the pledge of allegiance led by fifth grade student Johanna Florendo. Students Lucas Stevens, Sofia Hays, Johanna and Rosella Florendo from Mrs. Willbank's 5 <sup>th</sup> grade class then recited their class vision statement, followed by the school vision statement. Trustee Greenwood then recited the school mission statement.				
7:20 pm	Habit 4: Win Win	5 <sup>th</sup> Grade Students	Informational	Review
Students Lucas Stevens, Sofia Hays, Johanna and Rosella Florendo from Mrs. Willbank's 5 <sup>th</sup> grade class presented on what Habit 4: Win Win meant to them and how to implement in your daily life.				
7:24 pm	PTO Report	Jaima VanAlsborg	Information	Review
Jaima VanAlsborg indicated that there was a PTO meeting scheduled for the upcoming Monday, but all other PTO meetings over the last month had been cancelled due to the inclement weather and there was nothing to report.				

## **Opportunity for Public Comment**

Welcome to a meeting of the Board of Trustees for TVCS. All board meetings follow a published agenda and are presided over by The Chairman of the Board or a designee in the Chairman's absence. All Board meetings are held in compliance with the Idaho Open Meeting Law. Public comment on items before the Board is welcome and encouraged. The Board's purpose is to make decisions and policies congruent with the school's vision, mission and charter. The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The procedure for addressing the board is as follows:

- Patrons who wish to comment on agenda items may do so by signing the Public Comment Sheet provided by the Clerk of the Board.
- Please state your name, your relationship to the school and the item on the agenda you wish to address
- Comments are not limited to agenda items only
- Comments should be kept brief and may be limited to 3-5 minutes. The President or designee may interrupt or terminate an individual's statement if it is too lengthy, personally directed, abusive, obscene, repetitive, or irrelevant. The Board as a whole shall have the final decision in determining the appropriateness of all such rulings.
- Present only if your comment offers a new perspective or new information on an agenda item that has not been heard prior for that particular agenda item
- The rights of employees, students and others are protected by various laws and policies. At a public meeting of the Board of Trustees, no person shall orally initiate charges or complaints against students or individual employees of the school.

7:24 pm	Opportunity For Public Comment	TBD	Informational	TBD
6 <sup>th</sup> grade teacher Steve Lynch discussed the need to clarify how teachers could share their thought and opinions with the board and would like to see teachers be included on the decision-making process regarding things such as report card design, core values of the school and what the board would like to see as a priority. He went on to say that it felt like there were too many priorities, programs and ideas being continually put into play to consider anything a main focus which leads to confusion and frustration for teachers and students. Open discussion followed with many suggestions made as to how it was best for teachers to their ideas and suggestions to the board and the need to have board set policies put into place for clarification.				
7:39 pm	Emergency Closure Days	Tony Richard	Review	Action
Tony Richard indicated that the school had been closed for six days in January for inclement weather, but that due to extra days built into the school calendar there would be no need to make the entire six days. He went on to say that the kindergarten classes would have to make up more time than the older grades as and presented several different options as to how best to schedule the makeup days. Open discussion followed and several ideas were discussed including adding two Fridays in May as well as the President's Day holiday, adding				

additional days at the end of the school year, shortening the spring break as well as adding additional time to each school day for the rest of the year. The decision was made to table the decision to allow teachers to provide input at the staff meeting the following day.				
7:46 pm	Lighthouse Dashboard Leadership Day	Angie Samson & Tony Richard	Informational	Review
Tony Richard indicated that Angie Samson would be meeting with John Flockstra tomorrow to discuss staff leadership. Trustee Smith inquired if updates had been done to the Leader In Me website and Mr. Richard indicated that he would have Angie Samson send an email to the board with an update.				
7:48 pm	Enrollment and Retention	Jennifer Owen- Tillotson	Informational	Review
Jennifer Owen-Tillotson indicated that there had been a few withdrawals over and since the holiday break and the current enrollment was 357. She went on to discuss the current lottery and re-commitment status. Open discussion followed regarding lottery numbers, enrollment and retention and the need to have two to three open houses prior to the lottery.				
7:58 pm	Amend Dresscode/ TVCS Merchandise	Tony Richard	Update	Action
<p>Tony Richard presented an amendment to the dress code that would allow official clothing merchandise sold by The Village Charter School or the PTO to be worn at school. Open discussion followed and the amendment was written as follows:</p> <p>TVCS Official Merchandise:</p> <ul style="list-style-type: none"> <li>▪ All Clothing and apparel sold with the TVCS logo purchased from TVCS and/or TVCS PTO are permissible in the building.</li> <li>▪ Should be clean and have no holes or tears and have an overall neat appearance.</li> <li>▪ Should be appropriately sized as specified in the dress code policy for that garment, ie...shirts must be of appropriate length. Should be appropriately sized – should not be longer than the bottom of pants back pockets and should never reveal midriff area when standing or sitting.</li> <li>▪ T-shirts with school logo may only be worn on pre-approved days.</li> </ul> <p>Trustee Smith made a motion to approve the amendment to the dress code policy as amended and all were in favor.</p>				
8:03 pm	Building Update	Ben Greenwood	Informational	Review
Trustee Greenwood indicated that the construction of the new facility at Fairview was underway with \$100,000 already spent on demolition and asbestos abatement. He went on to say that there were several key dates regarding construction with 01-01-2017 being the start date, 07-14-2017 set for substantial completion, 08-07-2017 set for an inspection tour and approval, temporary occupancy set for 08-14-2017 and a final occupancy permit set for 09-01-2017. Open discussion followed regarding color choices, security, internet and phone drop placement as well as the formation of a construction committee.				
9:19 pm	Finance/Budget Update Website Reports Portable Leases Veritas Contract	Kim Black & Lisa Thompson	Review	Action
Kim Black indicated that Lisa Thompson was not available to attend the meeting. She went on to indicate that both the contract for William Scotsman and RAM needed to be extended to keep the three portables at Roosevelt until the end of June. Trustee Smith then went on to present the Veritas contract and the line of credit agreement with American Charter Development (ACD) and indicated that Chris Yorgason would go over the details. Chris Yorgason then went over and touched on key details of both the Veritas three year financial oversight contract and the line of credit with ACD. He then went over both the Williams Scotsman and RAM contracts touching on key details. Trustee Smith then made a motion to approve the Veritas contract as written, Trustee Hays seconded the motion. A roll call vote was taken and all board members present approved the motion. Trustee Smith then made a motion to approve the ACD line of credit agreement, Trustee Estes seconded the motion. A roll call vote was taken and all board members present approved the motion. Trustee Hays then made a motion to approve the Williams Scotsman and RAM portable lease contracts approved as written, Trustee Estes seconded the motion. A roll call vote was taken and all board members present approved the motion.				
8:41 pm	Marketing	Jake Hays	Informational	Review
Trustee Hays discussed the current marketing strategies and the need to keep the focus on retention and enrollment with more internal marketing and the plan to do more over the upcoming summer.				
8:42	Trustee Smith made a motion to adjourn the meeting, Trustee Hays seconded the motion, all were in favor and the meeting was adjourned.			

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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**Board Chairman**

**Board of Directors Meeting convened and held pursuant to appropriately provided and received electronic Notice of Regular Board Meeting with posted agenda.**