



TVCS Board Meeting Agenda

March 15, 2018

Working Session 6:00 pm
Regular Session 7:00 pm
Executive Session to follow
Return To Regular Session

Location: 1747 N Fairmeadow Dr, Boise, Idaho 83704

Present: (voting members in bold)					
Ben Greenwood (Chair)	X	Tony Richard-Administrator	X	Other/Staff Attendees:	
Rachael Smith (Vice-Chair)		Lori Manning – Executive Director	X	Chris Yorgason	X
Jake Hays (Secretary)	X	Pat Griffin – Vice Principal		Kim Black – Business Manager/Board Clerk	X
Brad Wright (Treasurer)	X	Robert Mason – IT/Testing Coordinator	X	Jennifer Owen-Tillotson - Enrollment/Marketing	X
Andrea Estes	X	Lisa Thompson – Finance/HR Manager	X	Donna Barrick - Academics	X
Adrian Castaneda	X				

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. Our Village includes passionate, innovative and encouraging teachers, administrators, parents and community members all working together to support our students.

Working Session		Presenter	Presentation	Issues/Planned Action
6:00 pm	Board Training (30 min) Strategic Planning (30 min)	All	All	None
Working session was called to order with all board members present. Working session was adjourned at 6:59 pm.				
Regular Session		Presenter	Presentation	Issues/Planned Action
7:03 pm	Call Meeting to Order, Roll Call and Pledge	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 Trustee Smith. Trustee Greenwood read the vision statement and mission statement and all present recited the Pledge of Allegiance.				
7:05 pm	Consent Agenda – February Board Minutes February Payroll/AP WebReport	All	Review	Approve
Trustee Castaneda made a motion to approve the February board minutes, accounts payable and payroll web reports, Trustee Wright seconded the motion. Trustee Estes pointed out a typo in the February minutes as she had been present at the executive session; it was Trustee Hays who was absent. The motion was amended to reflect the change and all were in favor.				
7:08 pm	PTO Report	Amber Earl	Informational	Review
Amber Earl discussed the recent Scholastic Book Fair which had been the biggest ever, the read-a-thon would be starting Monday and go thru spring break. Open Discussion followed.				

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.

7:09 pm	Opportunity For Public Comment	TBD	Informational	TBD
No public comments.				
7:09 pm	Charter Renewal Update/Official Acceptance	Tony Richard/Lori Manning	Informational	Review
Trustee Greenwood read the letter from the Idaho Public Charter School Commission regarding the renewal of the charter. Congratulations were offered all around..				
7:11 pm	Academic Report	Tony Richard	Informational	Review
Tony Richard presented past testing scores and the targets for next year. All indications are that targets will be hit with math, very well above average in science with continued growth in ELA and Trustee Castaneda was working on making a template for testing scores for reporting and planning purposes. He went on to say that the IT and testing position would be separated next year so that the testing coordinator would have more time and be able to report results monthly. Open discussion followed.				
7:17 pm	Hurray for TVCS	Tony Richard	Informational	Review
Tony Richard talked about an upcoming Eagle Scout project and that Pat Griffin and Lisa Hansen had been meeting regularly with student teams and all assemblies were now being entirely run by students, EasyCBM was continuing to show improvement and Jennifer Owen-Tillotson was showing a 93% return rate for student enrollment next year. Kay Tillotson then discussed recent grants for the purchase of drones and 3-D printers and how those purchases were being utilized with an afterschool drone program and students being able to acquire FCC drone pilot licenses. Student Krisa discussed her experiences with the programs. Open discussion followed.				
7:30 pm	Lighthouse/Electives Action Team Update	Tony Richard	Informational	Review

<p>Tony Richard discussed how there was a high level of motivation with the electives program with positive feedback from teachers with how consistent and smooth it was being handled. Trustee Hays said he daughter was very excited about electives now and Trustee Estes asked if parents were more available now to which Mr. Richard replied there was some improvement.</p>				
7:34 pm	2018-2019 Calendar	Tony Richard	Review	Approve
<p>Tony Richard presented the proposed 2018-2019 calendar that Jennifer Owen-Tillotson had put together and then been reviewed by himself, Lori Manning and Donna Barrick. He indicated that it tied in nicely with the other school districts in the area with a similar start date, winter and spring break schedule. Trustee Castaneda asked if it had the same number of days as the other districts and Mr. Richard indicated that it did. Trustee Wright made a motion to approve the 2018-2019 calendar, Trustee Hays seconded the motion and all were in favor.</p>				
7:38 pm	Fundraising Committee/Auction Update	Mandie Meiter	Informational	Review
<p>Mandie Meiter discussed the upcoming dinner and auction being only a month away, she was looking to offer tickets on-line using Eventbrite and that donations had been coming in including a trip to a Moab bed and breakfast and some ping pong tables. Open discussion followed.</p>				
7:39 pm	Facilities Warranty Update	Tony Richard	Informational	Review
<p>Tony Richard indicated the some of the brick facing had been repaired, the plumbing continued to be a problem with a clogged today today and the playground drainage was also an ongoing problem. Several options as how to deal with the drainage issue were discussed including the installation of French drains. Trustee Estes asked about the asphalt and Mr. Richard indicated it was a matter of waiting and seeing how things progressed.</p>				
7:42 pm	State Approved Evaluations For Administrators and Certificated Staff	Tony Richard	Review	Approve
<p>Tony Richard presented the state approved evaluations for administrators and certificated staff and discussed how the teacher's evaluations had primarily stayed the same but administrators were being done differently with Lori Manning doing his and he would do Pat Griffins. He went on to say that evidence binders would be utilized and put in place by himself and Pat Griffin. Trustee Wright made a motion to accept the state approved evaluations for administrators and certificated staff, Trustee Castaneda seconded the motion and all were in favor.</p>				
7:46 pm	Ratification of Employee Involuntary Leave of Absence	Ben Greenwood	Review	Approve
<p>Trustee Hays made a motion to ratify the involuntary leave of absence for employee A effective February 22nd, Trustee Estes seconded the motion and all were in favor.</p>				
7:47 pm	Enrollment and Lottery Update ADA Report	Jennifer Owen-Tillotson	Informational	Review
<p>Jennifer Owen-Tillotson presented the February ADA report showing a 93% student attendance for the month with 411 students enrolled. She went on to discuss the recent lottery, how she would be collecting enrollment paperwork with registration days and holding kindergarten round ups and would be holding at least one event per month over the summer including a big school picnic to keep people interested and vested in the school over the summer. The board thanked Jennifer for all her hard work and doing such a good job with promoting and enrollment.</p>				
7:53 pm	Afterschool Dismissal Strategies 2018-2019	Lori Manning	Review	Approve
<p>Lori Manning discussed how the plan was to go to one dismissal time next year and how to best deal with the traffic. One option that had been discussed previously was an onsite after-school daycare program. She had done some research and looked into various programs and had gotten quotes and information from various companies. The YMCA had indicated that they could put a program in place but it wouldn't be on-site, bussing would be required to their location and the program wouldn't be specific to TVCS. Learn Inc. would offer an on-site location, offer remediation and academic help specific to TVCS as well as promoting the TVCS culture and were willing to work with the Mr. Richard directly to do implement the best program for TVCS. Ms. Manning went on to say that she wanted to make everyone aware that she did have a relationship with one of the four owners of Learn Inc. but she would not be the one working with Learn Inc. nor there be monetary contract with TVCS as parents would be the ones paying for the service. The board indicated that they had no concerns regarding the matter and would leave the choice of which contractor was best suited for the intended purposes to Ms. Manning. Trustee Greenwood then asked what, if anything, the board needed to approve and it was indicated that approval was needed to allow the use of the school facility for the after school program. Trustee Wright made a motion to allow the use if school facilities for an after school program, Trustee Hays seconded the motion and all were in favor.</p>				

8:04 pm	Veritas Report	Lori Manning	Review	Accept
Lori Manning indicated a lot of HR work had been addressed and completed, a lot of positives with good calls with the bond agency and she went on to thank Trustee Greenwood for doing such a great job managing the bond. She discussed bring Medicaid billing in house with Kim Black taking over as Medicaid biller which was allowing for a quicker turn-around and a more thorough billing process. Trustee Greenwood did ask that in the future he would like to see more oversight and collaboration with the board in regards to the lottery. Open discussion followed.				
8:07 pm	Marketing Update	Jennifer Owen-Tillotson	Informational	Review
Jennifer Owen-Tillotson indicated that the recent Kids Fair event had been slow but she was working Cumulus on networking. She went on to say the Kids Discovery Expo was coming up after spring break; she would be at the downtown farmer's market several times over the spring and summer and was working with Trustee Hays on the marketing plan.				
8:10 pm	2017-2018 Budget Public Hearing & Adoption	Lisa Thompson	Review	Approve
Trustee Greenwood declared the public budget hearing open. Lisa Thompson presented several slides showing historical enrollment numbers and how enrollment numbers impacted the budget as well as the revised budget showing \$200,000 less revenue than was in the original budget but that revenue this year was still \$400,000 more than last year. Trustee Greenwood asked if the budget has been published and it was indicated that the budget would be posted online. Open discussion followed. Trustee Wright then made a motion to approve the amended budget, Trustee Castaneda seconded the motion. A roll call vote was taken and all were in favor. The budget hearing was declared over at 8:20 pm.				
Executive Session		Presenter	Presentation	Issues Planned
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:				
(j) To consider labor contract matters authorized under section 67-2345A [74-206A](1)(a) and (b), Idaho Code.				
8:21 pm	74-206(j)	All	All	N/A
Trustee Estes made a motion that executive session be entered pursuant to code 74-206 (j), Trustee Castaneda seconded the motion and all were in favor. Roll call was taken and all board members were present with the exception of Trustee Smith. Executive session was adjourned at 8:53 pm.				
Regular Session		Presenter	Presentation	Issues/Planned Action
8:53 pm	Employee Matters	Ben Greenwood	Review	Approve
Trustee Hays made a motion to counter-offer the resignation of employee A be accepted with terms three and four accepted but all other terms in the resignation letter rejected. Trustee Castaneda seconded the motion. Trustees Greenwood, Hays, Wright and Castaneda approved the motion while Trustee Estes abstained from voting. The meeting adjourned at 8:55 pm.				

Dated the _____ day of _____, 2018.

Board Chairman

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