



TVCS Board Meeting AgendaMinutes

April 19, 2018

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

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)	X	Lori Manning – Executive Director via phone	X	Chris Yorgason	
Jake Hays (Secretary)	X	Pat Griffin – Vice Principal		Kim Black – Business Manager/Board Clerk	X
Brad Wright (Treasurer)	X	Robert Mason – IT/Testing Coordinator		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 & Carnival Planning (30 min) Planning Document (30 min)	All	All	None
Working session was called to order with all board members present. Working session was adjourned at 6:57 pm.				
Regular Session		Presenter	Presentation	Issues/Planned Action
7:00 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. Trustee Greenwood read the vision statement and mission statement and all present recited the Pledge of Allegiance.				

7:01 pm	Consent Agenda – March Board Minutes March Payroll/AP WebReport	All	Review	Approve
Trustee Hays made a motion to approve the March board minutes, accounts payable and payroll web reports, Trustee Wright seconded the motion and all were in favor.				
7:03 pm	PTO Report	Amber Earl	Informational	Review
Amber Earl discussed the success of the recent Dads and Doughnuts and student read-a-thon events. She then went onto discuss upcoming Teacher Appreciation, Café Zuppa's night and the carnival. Trustee Greenwood commented that he hoped this would be the last year the carnival and board meeting would be on the same night. 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.

7:06 pm	Opportunity For Public Comment	TBD	Informational	TBD
No public comments.				
7:06 pm	Academic Improvement Plan Report	Tony Richard	Informational	Review
Tony Richard reported that student ELA testing scores had come back 20% higher than state average and Lynsey Kleman was very happy and had been doing a great job. He went on to say that Penny Sites had also been doing a good job with the Title One and he was excited about the final outcome of the state testing scores this year. Open discussion followed.				
7:08 pm	Hurray for TVCS	Tony Richard	Informational	Review
Tony Richard discussed the upcoming Leadership Day, progress being made on the Susan Gardner Memorial Garden with curbing being put in place and the PTO's upcoming carnival event.				
7:10 pm	Lighthouse/Electives Action Team Update	Tony Richard	Informational	Review
Tony Richard started off by indicating how much Pat Griffin would have liked to have been at the meeting but was just finishing up with his degree and turning in his thesis the following today. Trustee Greenwood and the rest of the board offered him their congratulations. Mr. Richard then read a brief outline of Lighthouse and electives activities with good progress being made and that the majority of the staff had completed the Measurable Results Assessment. Open discussion followed.				
7:13 pm	Fundraising Committee/Auction Update	Mandie Meiter	Informational	Review
Mandie Meiter indicated that the upcoming dinner and auction had been rescheduled for the fall and that all donations already collected would be used at that time.				
7:14 pm	Facilities Warranty Update	Tony Richard	Informational	Review
Tony Richard did indicate that the facilities warranty was still a work in progress, the bricks facing had been repaired but bricks had fallen off since that time. He went on to say that he was working with Lori Manning on getting the city to approve the fencing off the front and that looked like it would happen but that closing the				

<p>easement was proving more difficult. He also indicated that he was discussing the possibility of a crosswalk between WinCo and the front of the school with an ACHD employee. Trustee Smith asked about going to one start time and Mr. Richard indicated that would depend on the number of students next year. Trustee Smith indicated that she had seen parents dropping off students at two locations and that it would go smoother if the drop off location could be kept to the one location in front of the kindergarten classroom. Open discussion followed.</p>				
7:19 pm	Enrollment and Lottery Update ADA Report	Jennifer Owen-Tillotson	Informational	Review
<p>Jennifer Owen-Tillotson presented the fall enrollment numbers with 563 students set for fall enrollment with a Kinder Round-up registration day scheduled for May 11th with other registration days to follow with the plan being to have PTO, Lighthouse Teams, teachers, Learn Inc. and administration representation present at as many of the registration events as possible and that monthly summer events were planned as well. Trustee Greenwood asked about the openings in fourth grade and the middle school classes. Ms. Owen-Tillotson indicated that we were still getting three to five applications a day so those positions should be easy to fill. Trustee Greenwood then asked about the over 30 rejections and Jennifer indicated that was due to the fact our lottery had taken place after most other charter schools and those who rejected had already gotten into other charter schools after they filled out a lottery application at TVCS. Trustee Smith indicated that there were five to six children who had indicated they would be returning for eighth grade that she was fairly certain would not actually show. She went on to say that it was important to confirm the middle students fall enrollment over the summer. Open discussion followed.</p>				
7:27 pm	Afterschool Program 2018-2019	Lori Manning	Informational	Review
<p>Donna Barrack indicated that Learn Inc. would be offering an after school care program next fall at the low cost of \$45 a week with several options available for siblings, all day Friday and summer camps. She went on to say that the Learn Inc. staff would be working directly with TVCS staff to provide the best academic programs and activities for our students and that TVCS staff would be encouraged to apply for summer positions.</p>				
7:30 pm	Veritas Report	Lori Manning	Review	Accept
<p>Donna Barrack indicated that Veritas had been working to ensure Tortoise got the quarter financials within the 45 day requirement, the federal audit required only a few simple corrective actions and that the \$50,000 LOC would be in place by the end of May. She then went on to say this would be large growth year and a first draft of the budget for next year was being put in place. Trustee Greenwood asked for more oversight on the part of administration regarding parent communications and Ms. Barrack indicated that was being implemented. Trustee Castaneda made a motion to accept the Veritas report, Trustee Smith seconded the motion and all were in favor.</p>				
7:34 pm	Budget to Actual Review	Lisa Thompson	Informational	Review
<p>Lisa Thompson presented the budget to actual. Trustee Wright asked about a \$12,000 revision on Line 119 and Ms. Thompson indicated that was a move to the general fund for teacher improvements. Trustee Greenwood discussed starting the budget process for next year with the first reading of the 2018-2019 budget at the May meeting, publication of the budget to take place by June 6th and the budget meeting to take place June 14th. The idea of a May board workshop for budgeting purposes was discussed but no workshop could be scheduled at the May meeting as it would have a late start due to the carnival ending at 7:30pm. Trustee Wright then asked about a \$37,000 checking account deficit and if that was accurate. It was clarified that there were not actually \$37,000 of checks outstanding and Trustee Wright indicated he would like to see that reflected as a payable rather than an outstanding check balance. Open discussion followed.</p>				
7:45 pm	End of the Year/Summer Marketing Plan	Jennifer Owen-Tillotson	Informational	Review
<p>Jennifer Owen-Tillotson indicated that the Kids fair was upcoming and she was working on a Jumptime or similar event for the summer. Open discussion followed regarding possibilities for summer events such as Circustrix or a Nerf gun activity for the older students. The meeting was adjourned at 8:49 pm.</p>				
Executive Session		Presenter	Presentation	Issues Planned
Executive Session Board Meeting				
<p>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:</p> <p>(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;</p>				

7:49 pm	74-206(b)	All	All	N/A
Trustee Smith made a motion that executive session be entered pursuant to code 74-206 (b), Trustee Hays seconded the motion and all were in favor. Roll call was taken and all board members were present. Executive session was adjourned at 8:39 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