



TVCS Board Meeting Minutes

September 20, 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	X	Connie Barnett - Academics	
Brad Wright (Treasurer)	X	Robert Mason – IT/Testing Coordinator		Jennifer Owen-Tillotson - Enrollment/Marketing	X
Andrea Estes	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	Training, Dashboard and Business Plan Document	All	All	None
Working session was called to order with all board members present. Working session was adjourned at 6:55 pm.				
Regular Session		Presenter	Presentation	Issues/Planned Action
7:01 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 Trustee Smith was absent. Trustee Greenwood read the vision statement and mission statement and all present recited the Pledge of Allegiance.				
7:03 pm	Consent Agenda – August Board Minutes August Payroll/AP WebReport	All	Review	Action

Trustee Hays made a motion to approve the August board minutes, accounts payable, payroll web reports and bank reconciliation, Trustee Castaneda seconded the motion and all were in favor.				
7:05 pm	PTO Report	Amber Earl	Informational	Action
Amber Earl discussed the revised PTO calendar for the year. Trustee Estes asked about the partnering with the school to plan the calendar and suggested the calendar be set in May for the following year. Trustee Wright made a motion to approve the PTO calendar. Trustee Hays seconded the motion. All were in favor.				

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.

7:10 pm	Opportunity For Public Comment	TBD	Informational	TBD
A parent spoke about being able to come into their child's classroom whenever they wanted. Trustee Greenwood asked for her to elaborate to know if there had been a policy change. She said she was told to give a 15 minute advanced notice before entering the classroom.				
7:14 pm	Academic Report – GATE, Lighthouse Update/Events	Tony Richard	Informational	Review
<p>Tony Richard gave an update about bringing a GATE program to the school. It was stated that they were looking at adding the program on Fridays due to the space available at the school during the week. They are going to use the Assessment that the Boise School District uses. Trustee Greenwood thanked Mr. Richard for the refocus on the GATE program and asked him to make it a priority to have the GATE program available during the week as to not burden the families. Trustee Hays asked for clarification on who qualifies. Mr. Richard stated that usually less than two percent actually qualify. Trustee Greenwood asked for a follow up. Pat Griffin talked about the Lighthouse status and it was stated that the school will be going for Lighthouse Status towards the end of April. Mr. Griffin passed out a paper to the board explaining the steps of the lighthouse process. New staff will get training in October.</p> <p>Mr. Richard passed out papers to the board as a follow up to the Conference he attended about the New Science Standards. He spoke about the New Science Standards being interactive and the timeline and stages of implementation. Mr. Richard indicated the new standards would be on the Spring 2019 ISAT testing. Trustee Greenwood asked when it will be implemented. Mr. Richard stated it would be in place by second quarter. Mr. Richard passed out a copy of the newsletter that was sent out to parents to the board.</p> <p>Trustee Greenwood asked if there were plans in place for drills and if they are working on doing a safety audit around the school. Trustee Hays asked if a student safety group could be created.</p> <p>Mr. Richard talked about the success of the Multi Age Classrooms. There has been a change in all the kids both within the classrooms and those in the general classrooms.</p>				
7:56 pm	Hurray for TVCS	Tony Richard	Informational	Review
<p>Tony Richard shared with the board that with the help of a parent the school received two AED systems donated to the school, one from Heart Smart and one from the parent. There will be 60 kids attending MOSS this year. The drop off and pick up process is moving great thanks to all the hard work of the staff and Mr. Griffin. There are Team leads with in the school who meet with Administration and relay the information back to their assigned groups.</p>				
8:02 pm	Leader in Me	Pat Griffin	Informational	Review
Trustee Greenwood bypassed this item				

8:02 pm	Enrollment/Marketing	Jennifer Owen-Tillotson	Informational	Review
Jennifer Owen-Tillotson shared that our Average Daily Attendance year to date is at 96% and our first ten day count was at 97%. Trustee Greenwood asked about closing enrollment. Lori Manning stated we won't be closing enrollment until at least November as we are still recruiting. Jennifer stated she got 15 leads from the marketing event the previous weekend. Trustee Greenwood asked for the marketing calendar for the year. He also asked to follow up at the next meeting with an overview of the events we have done in the past and what worked and did not work.				
8:12 pm	Fundraising Policy Proposal	Lori Manning/Rachael Smith	Review	Action
Lori Manning asked Chris Yorgason about the disclaimer in the policy. He stated he did not feel it was needed. Trustee Greenwood asked to table the discussion on the policy. Will be on the agenda for next month's meeting.				
8:18 pm	Veritas Report	Lori Manning	Review	Action
Lori Manning passed out typed update to the board. She shared with the board that there have been two part time positions hired for the business office. Both positions are being crossed trained on the operations. Procedures are in place and are working. Marc Carignan helped train Lori and Stephanie on the 2M account program. We are in the process of finding an outside company to handle payroll and help file taxes. We are continuing to track those enrolling and withdrawing. We have a person coming to help train us on Medicaid billing. Trustee Castaneda made the motion to accept the Veritas Report. Trustee Wright seconded the motion. All were in favor.				
8:26 pm	Administrator Bonus	Lori Manning	Informational	Action
Lori Manning made the recommendation for a bonus for Mr. Richard for his hard work and dedication to the school. Trustee Hayes made the motion to approve the Administrator Bonus. Trustee Castaneda seconded the motion. Trustee Greenwood read the letter of recommendation. The Board thanked Mr. Richard for all of his work. All were in favor.				
8:31 pm	Website Review	Lori Manning	Informational	Review
Lori Manning showed the board the website and how easy it is to navigate. When we load information through the back end of the website it will push it out to all the social media venues. We are seeking to be a school of inclusion and with that the website can be translated into Spanish with a click of a button. The Improvement Plan and the school charter need to be added to the website. Teachers will have access to post their grade specific items through the website.				
8:40 pm	2017-2018 Audit Information	Lori Manning	Informational	Review
Lori Manning stated the audit was still in the process of being finished.				
8:42pm	Meeting Adjourned			

8:40 pm	2017-2018 Audit Information	Lori Manning	Informational	Review
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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