



**TVCS Board Meeting Minutes**

**December 20, 2018**

**Executive Session 6:00 pm**

**Regular Session 7:00 pm**

**Location: 1747 N Fairmeadow Dr, Boise, Idaho 83704**

<b>Present:</b> (voting members in bold)				
<b>Ben Greenwood (Chair)</b>	X	Tony Richard - Administrator	X	<b>Other/Staff Attendees:</b>
<b>Rachael Smith (Vice-Chair)</b>		Lori Manning – Executive Director	X	Chris Yorgason - Lawyer
<b>Jake Hays (Secretary)</b>	X	Pat Griffin – Vice Principal	X	Connie Barnett - Academics
<b>Brad Wright (Treasurer)</b>	X	Robert Mason – IT		Jennifer Owen-Tillotson - Enrollment/Marketing X
<b>Andrea Estes</b>	X	Helen Fisher – Testing Coordinator		Amber Earl – Board Clerk X
<b>Adrian Castaneda</b>	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.*

<b>Executive Session</b>		<b>Presenter</b>	<b>Presentation</b>	<b>Issues/Planned Action</b>
6:00 pm	Executive Session	All	N/A	N/A
Trustee Smith made motion to start the Executive Session. Trustee Castaneda seconded the motion. Executive session was called to order at 6:02pm. Those present included Trustee Smith, Trustee Greenwood, Trustee Estes, Trustee Wright, and Trustee Castaneda. Trustee Hays arrived at 6:12pm. The executive session was paused at 7:02pm. Trustee Smith left before the regular session began and returned for the resumption of the executive session.				
<b>Regular Session</b>		<b>Presenter</b>	<b>Presentation</b>	<b>Issues/Planned Action</b>
7:05pm	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 Trustee Smith was absent. Trustee Greenwood read the vision statement and the mission statement and all present recited the Pledge of Allegiance.				
7:07 pm	November Board Minutes	All	Review	Action



Trustee Castaneda made a motion to approve the November board minutes. Trustee Wright seconded the motion. All were in favor.				
7:08 pm	November Payroll & Website Report	All	Review	Action
Trustee Wright made a motion to approve the November Payroll & Website Report. Trustee Castaneda seconded the motion. All were in favor.				
7:13 pm	October & November Bank Reconciliations	All	Review	Action
Trustee Wright made a motion to approve the October & November Bank Reconciliations. Trustee Hays seconded the motion. All were in favor.				
7:21 pm	Budget to Actuals	All	Review	Action
Lori Manning said she is working with Cassie to bring line item changes next month. The 2M system is challenging and not all money from Federal and Medicaid has been coded appropriately. Trustee Greenwood asked to table the Budget to Actuals for now.				
7:31 pm	PTO Report	Stephanie Owen-Tillotson	Informational	Review
Stephanie said the upcoming events for the PTO include Barnes and Noble on Jan. 24 <sup>th</sup> , Movie Day in February and Friendship week in February. They are wanting to do a raffle with the Carnival wanting to get the approval to be able to do so.				

### **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.

7:34 pm	Opportunity For Public Comment	TBD	Informational	TBD
Sara Hensley spoke about the success of the Winter Celebrations within the classrooms. Last year she had six parents come to her class this year she had 27 parents show up. The kids worked within all their classes to make their presentations a success.				
7:38 pm	Enrollment	Jennifer Owen-Tillotson	Informational	Review
Jennifer stated that she has some tours scheduled over break and that four students are scheduled to start after break.				
7:46 pm	Lottery Schedule	Jennifer Owen-Tillotson	Review	Action
Jennifer said the lottery dates have been posted since last March. She is breaking up the open houses to be more grade specific. Trustee Castaneda made the motion to approve the Lottery Schedule. Trustee Wright seconded the motion. Trustee Greenwood asked about recommitment forms and the plan to push to get those returned and Jennifer said there would be a competition to see which class returns them all first.				
7:55 pm	Academic Progress	Tony Richard	Informational	Review
Mr. Richard talked about the IRI Data that the Board had received. Teachers are above to go in and look at the data and target specific areas for the kids that are above and below the state curve.				
8:06 pm	Lighthouse Update	Pat Griffin	Information	Review



Mr. Griffin said that we are still moving forward with trying to obtain the Lighthouse status. We have broken down all the 27 components so we understand what we are being evaluated on. We have been working with the kids on the Lighthouse team and have made bridges for conflict resolution tools and have gone in and talked with most of the grades to explain how it works. Mr. Griffin passed out a handout explaining all the updates to the lighthouse status.				
8:24 pm	Start Time Update	Tony Richard	Informational	Review
Mr. Richard has been in contact with the zoning and planning committee and there are 4 steps that have to happen to start the process of getting it approved. Trustee Greenwood asked about doing a survey to find out the needs/wants of parents about the single start time.				
8:30 pm	Fundraising Update	Lori Manning	Informational	Review
Lori said that packets have been made and she is currently working with some staff who have filled out the packet to raise money for a field trip in the spring. She has reached out to the PTO to work with them on fundraising.				
8:32 pm	January & February Covenant and Authorizer Deadline Review	Lori Manning	Informational	Review
Lori said she had combined all the calendars into one documents so everyone can see what is coming. Trustee Castaneda asked for it to be uploaded to the master calendar for the Board. Trustee Greenwood asked moving forward to continue to have a calendar review to check off what has been done.				
8:37 pm	Veritas Report	Lori Manning	Review	Action
Lori talked about the many things Veritas has been doing including maganging the data for the school, working on keeping up on teacher certification, Communicating with Bailey and Company and tracking money staying within spending limits. Trustee Wright made the motion to accept the Veritas Report. Trustee Hays seconded the motion. Trustee Wright asked how it was working with Bailey and Company. Lori said they are very collaborative and they are quick to respond. All were in favor.				
8:47 pm	PCSC Response Letter	Ben Greenwood	Informational	Review
Trustee Greenwood said the Commission was happy with our participation in their requests.				
8:48 pm	Meeting Adjourned			
8:56pm The executive session resumed. All Trustee members present. Executive Session was adjourned at 10:05pm				

Dated the \_\_\_\_ day of \_\_\_\_\_, 2018.

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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**