



**Board of Trustees
Regular Meeting Minutes
September 19, 2019**

Public Meeting Workshop

The Board discussed the ISBA contract to start working on Governing Board policies. Trustee Estes spoke about the canvassing of the surrounding neighborhoods. Vice-Chairwoman Smith and Trustee Estes went out together, Trustee Hays and his son went out as a team, and Mr. Tony Richard went door to door to tell the community about our school. It was surprising how many people that live in our very neighborhood did not know we were here. Trustee Estes spoke about Hispanic Heritage event that was held in the park, Dr. Helen Fisher was handing out information about our school. Vice-Chairwoman Smith had 11,000 mailers sent out within a five mile radius with information about our school. Trustee Castaneda spoke about the website and the new enroll.thevillagecharter.org, parents can fill out a short survey of who they would like a tour from and how did you hear about us. Trustee Hays spoke about the bond holders and their stand behind us. We do need to see progress in enrollment and with walking the local neighborhoods is the most influential and doesn't cost anything to do. We have a weekly update meeting with the bond holders were they need to see results. Chairman Greenwood also mentioned we are accountable to the commission.

Regular Meeting

Meeting was called to order by Chairman Greenwood at 7:07 pm.

Roll call was taken by the Clerk, Chairman Greenwood, Vice-Chairwoman Smith, Trustees Castaneda, Wright, Estes and Hays was present. Quorum was present. Also in attendance were Charter Administrator, Mr. Tony Richard, Board Clerk, Ms. Candie Massey and In-House Council, Mr. Chris Yorgason

Pledge of Allegiance was led by two 8th grade students, Sophia Hays and Johanna Florendo, followed by a presentation about being proactive and the Legacy Project.

Trustee Hays read Our Vision

Trustee Castaneda read Our Mission.

Public Input

Mrs. Kristin Hundhausen spoke about the staff meeting on the previous Friday. Ms. Amy Renfro spoke about notice being given sooner in regards to canvassing of the neighborhoods. She would like to participate but had plans already in place.

Approve Meeting Minutes of August 22, 2019

Motion to approve the meeting minutes for August 22nd was made by Trustee Hays and seconded by Trustee Castaneda, all ayes, motion passed.

Website Reports for August

Motion to approve the website report was made by Vice-Chairwoman Smith and seconded by Trustee Castaneda, all ayes, motion carried. Trustee Wright questioned the Restoration Pro invoices payments and discussion proceeded.

Bank Reconciliation

Motion to approve the bank reconciliation was made by Vice-Chairwoman Smith and seconded by Trustee Wright, all ayes, motion passed. Trustee Wright asked about the stale checks still on the bank reconciliation and the clerk stated they would be off by the next meeting.

Enrollment Marketing Plan and Budget

Current enrollment is 345. Mr. Richard stated two families left this week due to personal reasons and not because of the school. We lost four and gained four. We had one come in for a tour and were able to get them to enroll. Banners were put up along the street, banner put on the roof, website has been cleaned up, and tours on-going, canvassing, and

staff will be working on the community day event. Mr. Richard also spoke about the Hispanic Heritage event in the park. Trustee Hays requested \$1000 for Facebook Ads and \$1000 for Google Ads.

Budget Review

Mr. Adam Holcomb stated he is currently working on a budget revision as well as the cash flow projections. The school received their August Foundation payment based on the original budget that was approved. There will be an estimated \$150,000 adjustment on the November payment.

PTO Bank Account Creation

Mrs. Jenni Florendo spoke about the PTO board policy in regards to having their own bank account separate from the one that The Village Charter School is using. PTO would like to have access to their funds. The change was in 2012 when the funds came to TVCS and away from the PTO. A motion was made by Trustee Wright to designate the CAP ED account for PTO with signers Jenni Florendo, Taveya Marconi, Chairman Greenwood, Vice-Chairwoman Smith, and Mr. Tony Richard; Trustee Wright and Ms. Massey have view access, motion was seconded by Trustee Castanada, all ayes, motion carried.

ISBA Policy Contract

Motion to approve the ISBA contract as presented with Mr. Yorgason's authority to approve edits was made by Vice-Chairwoman Smith and seconded by Trustee Hays, roll call vote was made, all ayes, motion passed.

Alternate Authorization

Motion to approve the alternate authorization for Shelley Best was made by Vice-Chairwoman Smith and seconded by Trustee Hays, all ayes, motion carried.

Independent Contractor

Motion to approve the independent contractor agreement with Dr. Helen Fisher was made by Trustee Wright and seconded by Trustee Hays, roll call vote was made, all ayes, motion carried.

PTO Report

Mrs. Jenni Florendo stated they have a lot of teacher participation. The PTO has approved to pay for all transportation costs for field trips. PTO started their spare change drive and has 700 tickets for Linder Farms of which the tickets will be sold for \$6 each or 5 for \$25. These funds will go towards MOSS camp students who can't afford it and transportation costs. Trustee Castanada enjoyed seeing the teachers at the PTO meeting and seeing the engagement between teachers and parents.

Teacher Liaison Report

Mr. Casey Pye presented as this month's liaison. Stated the last staff meeting was very emotional and the staff has a lot of talents. The staff decided to break into groups and plan to get enrollment up. Some will do canvassing and others wanted to do the community block party. Vice-Chairman Smith would like weekly updates from these groups to update the bondholders. Mrs. Lynsey Kleman would like to feel like partners. As a founder, friend, and teacher would like everyone to keep their eye on the prize and to let the board know that all staff are invested. She would like the board to know that a face to face with the staff would be nice when there are difficult discussions to be had. Vice-Chairman Smith asked about the PLAN night and Mr. Pye stated there were not a lot of parents that participated but the contact with the ones that did was great to have that one on one.

Finance Report

Mr. Adam Holcomb spoke about the reports coming out of 2M are not accurate. Mr. Holcomb would like to move to another program. Chairman Greenwood asked if there will be a proposal for a new system. Mr. Holcomb would like to present it in the next 30 – 60 days. Trustee Wright asked about the "Other Local Revenue" and "Insurance Premiums". Questions were asked about Special Education as to why it is expensed and then moved back out.

Stakeholder Update

Vice-Chairman Smith asked Mr. Yorgason to speak about this. He would like at least two board members on these calls. Today's bondholder call was tough because one is getting impatient about results. A goal would like to be made with all the efforts. What is our target enrollment? How are we getting there?

Enrollment Update and Summer Marketing Events

Board decided they had received all the information they needed here in previous information items.

Facilities/Management

Mr. Richard spoke about the projects going on on campus in regards to Mr. Casey Pye's students painting the doors. Mrs. Anya Dethman's stained glass art project that includes plastic plates and will decorate the fence. Mr. Ryan Porter is having the students paint rocks and will put out in the front of the school. Girl Scout group is coming out on Saturday to pull weeds and clean up the front of the school.

Charter Administrator Report/Academic Update

Mr. Richard spoke about the loss of students and the data. The students that had left are the students that were underperforming. 60% of the students that left are a 1 on the ISAT report. With the interventions we have in place before and afterschool we are positioned well to pass our testing targets. We have Mrs. Rachel Wheatley and Mrs. Penny Sites really stepping up with the Title I help in the classrooms. Dr. Helen Fisher and Mr. Robert Mason are working on identifying our students that are in need of extra help based on IRI and last year's ISAT scores.

Meeting adjourned 8:42 pm.

Dated the _____ day of _____, 2019.

Board Vice-Chairman

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