



Tomorrow River Community Charter School
Governance Board Meeting
 Wednesday, August 9th, 2023 at 6:30 pm
 Central Wisconsin Environmental Station, Anderson Lodge
 10186 County Road MM, Amherst Junction, WI 54407

MEETING MINUTES

Board Member	Present		Present
Tina Giombetti: Chair	Yes	Sarah Snell: Vice-Chair	No
Tom Quinn: Treasurer	Yes	Laura Miller: Secretary	Yes
Camille Kadoch: Member	Yes	Megan Fletcher: Member	Yes

Other Attendees: Laura Brown, Beth Shore, Ryan Ruggles, Kelly Loken, Kelly Larsen

Minutes taken by Laura Brown

1. Call to Order: Tina Giombetti brought the meeting to order at 6:36 pm.
 - a. Gathering Verse, Introductions & Sharing of a Positive Memory
 - i. Mission Statement - There was general agreement that this should be revised.
 - ii. Introductions - All
 - b. [Public Participation](#): none
2. Next Meeting:
 - a. Wednesday, September 13th at 6:30pm. Camille will be unable to attend.
 - i. Location: September at CWES-Toelle Cabin. October 11th will also meet at CWES with all charter school staff.
3. Approve Agenda: **Approved.**
4. Approve Consent Agenda: **Approved.**
5. Agenda Topics:
 - a. Reports/Information
 - i. Principal Report:
 1. New staff - Onsite: Hired Gardening, Environmental Ed, Games, increased hours for Zena, and Counselor (offered but not accepted yet). Virtual: Hired Upper Grades Main Lesson, Music/Ukulele, and still need to hire Handwork.
 2. Enrollment: TRCVS-58, TRCCS-191
 3. Summer work funded through ESSER:
 - a. Math assessments have been worked on over the summer.
 - b. Curriculum is being updated to align with all new state standards.
 4. Need to schedule a Volunteer Back-to-School Day for grounds work. August 27th starting at noon, with pot luck supper. Beth will share with

families.

5. Per Pupil amount increased from \$8249 to \$8618 for Open Enrolled In students.

ii. Open House/Move-In

1. Move-In: need to get the announcement out to families. Beth will work with office staff to coordinate work.
2. TRCCS onsite Open House August 30, 4-7pm:
 - a. Zena will staff the Volunteer table
 - b. Angie/? will staff PR table and provide information about annual fundraising.
 - c. Clothing swap? Gear swap like old boots and coats, etc. Could use the big tent below sunset.
 - d. Megan/Maud will recruit for Parent Circle and governance board member. They will also communicate Coffee Connections upcoming events.
 - e. CWES table - could have maps, parking information
 - f. Specials
 - g. Merchandise? Maybe combine with clothing swap with Gina. Tina will check with her.
3. TRCVS Orientation/Open House August 25, 9am-2pm
 - a. Supply pick-up, school pictures, parent expectations, etc.
 - b. We need to make sure all the same information is shared with virtual families in regards to Volunteering, PR & Fundraising, Parent Circle & Governance Board recruiting, CWES maps & parking, Specials, Merchandise for purchase.
 - c. There will be no clothing swap at this event.

b. Budget

- i. Home Visits: Home visits are expected to be arranged by onsite classroom teachers for PK, 1st grade, and all new students. Teachers will be compensated \$25 per visit plus mileage calculated from the closest of TRCCS or the teacher's home. If there are safety concerns, teachers should consult Beth. TRCVS Main Lesson teachers are expected to arrange virtual home visits with any new students, which will be compensated at \$25 per visit. **Approved the addition of mileage compensation.**
- ii. Tree removal: No update yet. Bring back in September
- iii. Parent Virtual Meeting Compensation: Beth will work out details with Wanda and possibly bring it back in September.

c. Policies

- i. Watercraft Rental Fundraiser: They think they finally found some insurance, but it is not finished. If the insurance comes through, we will let them keep the watercraft at the mill for the fall, to extend the season. Beth will let teachers know that if they want to use them this fall, they should let her know at least a week in advance and we'll transport them here for school use.
- ii. Class Size Policy: Add language that canceling an entire class may be possible if a remedy cannot be found. **Approved onsite numbers. Keep working on virtual minimums. Revisit raising PK to 22 maximum.** *(The language approved by the Executive Committee 6/30/23 still needs to be added to the policy document, allowing reduced maximum class size as needed.)*
 1. When a class reaches the "Action" window, an intervention committee will

be formed to find solutions. The intervention committee will consist of the Treasurer, Principal, and Class Teacher. Beth will convene these committees for the classes we currently have in the action window.

- iii. Handbooks - first reading. Staff Handbook, TRCCS Family Handbook, and TRCVS Family Handbook have been updated in the past 6 months. They will be posted on the website as a live document so that revisions are automatically updated there.
 - 1. Beth has made sure that there is no longer any inaccurate information, but these documents should continue to be reviewed and revised to make them more concise and user-friendly.
 - 2. Governance Board members should add suggestions for updates in the google documents.
 - iv. Calendar Posting Procedure: Included in the packet. Beth will bring it to the staff.
 - 1. Ryan will ask about the possibility of using BoardDocs and what the cost might be. Operations Committee will consider this once we know what the cost would be.
- d. Staffing
 - i. 2023/24 Staffing
 - 1. 1st Grade Aide: for 2023-24 academic year, requesting an aide 4-6 hrs per day, funded through ESSER. Approximately \$13,851. **Approved.**
 - 2. Educational Support Teacher
 - a. This person would function similarly to the SPED teacher, but support the needs of individual students who cannot receive IEP services. They would employ a Waldorf perspective in assessing students and providing Extra Lesson instruction. This person would conduct 1st-2nd readiness assessments, extra lesson assessments for any new students or referrals, extra lesson classes for entire classes/small groups, and provide academic/emotional/behavioral support for all teachers and parents.
 - i. Funding: Salary would likely be comparable to SPED teacher.
 - ii. Space?
 - b. Action plan: Beth will meet with Kelly. This fall we will plan to get a sub and have Kelly do those assessments to determine what our current needs are. Create a job description and Beth will bring it back when ready.
 - ii. Leadership Structuring: no update.
 - iii. Strings Hours: The board does not need to address this, Beth will work it out.
- e. Governance Board
 - i. Strategic Planning: Tina assigned tasks to all board members.
 - ii. Joint Staff-Board Meeting October 11th at 4pm
 - 1. In-person attendance by all staff is mandatory.
 - 2. Meeting focus: Collaborative Leadership. Camille Kadoch to facilitate.
 - a. Long-term leadership and staffing needs, maintaining a positive, solution based culture. Trust accelerators.
 - b. Tom/Camille will put a survey out to staff for content suggestions, and develop objectives.
 - c. Megan will coordinate pizza from Bootleggers.
 - iii. Opening and Closing Meeting Verses: in process. Megan will continue looking for

opening and closing verses to bring next month.

6. Enter into Closed Session to discuss Leadership Structure at 9:15pm
7. Return to Open Session at 9:45pm.
8. [Action Items](#), Meeting Review, & Adjourn Meeting at 9:45pm