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AGENDA

TRCS Board Meeting, September 30, 2021 5:30-7:30 pm
In-Person with Remote Call In at Two Rivers Community School, 195 Center Dr. Glenwood Springs, CO 81601
Board Meeting facilitated by Angela Roff

The Mission of Two Rivers Community School is to be an exemplary K-8 school founded upon the belief in academic Rigor, curricular Relevance, and authentic Relationships.

Board Attendees Present: Angela Roff (via Google Meet), Sally Camacho, Ashley Thomas, Christy Chicoine, Josh Mattson, Jocelyn Kochevar

Board Attendees Absent: Lexie Clark-Kimmel

Other Attendees: Jamie Nims, Head of School; members of the public

I. Call to Order

A. Angela called the meeting to order at 5:36pm

II. Consent agenda

ACTION: Approve minutes from August 26, 2021 meeting ATTACHED

Christy motioned to approve the August 26, 2021 meeting minutes and Sally seconded the motion.
Vote as follows:
Sally Camacho - Aye
Angela Roff - Aye
Christy Chicoine -Aye
Josh Mattson - Aye
Ashley Thomas – Aye
Jocelyn Kochevar - Aye
The motion was passed.

III. Public Comments (30 minutes maximum public comment) 5:35

- *Please limit comments to three (3) minutes and address your comments directly to the Board President*
- *Identify yourself by name and specify your connection to the school*
- *Comments are encouraged to be courteous, civil and constructive*
- *The Board will make no decision nor take action except to direct the Head of School, when appropriate*

A. No public comment

IV. Standing Reports 6:05

A. Head of School Report
   i. Academic Update
      1. CMAS 2021 ATTACHED
         a. Reviewed Comparative Data compared to Local, State, and District
         b. District refers to all CSI schools (40 schools in the portfolio)
         c. Grade 3 ELA outperformed all comparison groups with the exception of Aspen

d. Grade 4 Math TRCS was outperformed only by the State average, significantly lower than in previous years, however this is the first year they have
e. Grade 5 ELA, TRCS was inline with the district and outperformed by Aspen
f. Grade 6 Math, TRCS outperformed all comparison groups
g. Grade 7 ELA, TRCS outperformed all comparison groups
h. Grade 8 Math, TRCS outperformed all comparison groups
i. Grade 8 Science, TRCS outperformed all comparison groups
j. Cancelled 5th Grade science last year as a state
k. Social Studies was cancelled as a state last year as well
l. Growth Scores compare students from 2019 to 2021 as CMAS was cancelled in 2020.
m. TRCS has highest 7th grade growth second only to one other school throughout CSI
n. TRCS has highest 6th grade growth throughout CSI
o. TRCS has highest 8th grade growth throughout CSI
p. TRCS is still a ways off at reaching the goal of 70% of students meeting or exceeding grade level.
q. Middle school is getting closer to the goal of 70%.
r. There is a large jump in 3rd grade math and 4th grade math expectations from a state level.

2. Unified Improvement Plan Overview
    a. 2017-2018 significant drop in student performance requiring a Unified Improvement Plan in 2019 which includes a focus of Tier 1 instruction for all students. Revisions and updates to the plan are as follows:
    b. Priority Improvement Strategy #1
        i. TRCS will continue its work to ensure Tier 1 instruction in every classroom.
    c. Priority Improvement Strategy #2
        i. Develop and implement evidence based intervention systems to support students in Tier 2 and Tier 3.
        ii. Have increased staff for reading intervention as well as for social and emotional learning.
        iii. Goal for 2022-2023, hire math intervention support similar to current ELA support. Ideally, this support would be from additional teachers.
        iv. Suggestion from Curry Perez (parent), to reach out to CMC for CMC students that are currently enrolled in a teacher program to establish a volunteer program for math intervention.
        v. TRCS teachers K-5 have completed the Orton Gillingham training as well as two of the four 6-8 grade teachers.

ii. Staffing Update
1. TRCS has not been successful in hiring a bus driver, Jamie Nims will be filling in as a bus driver starting next week after passing the test. Will be 2 days a week for the time being. Currently have the capability of part time just driving, or full time with light duty work within the school with benefits. The position is around $40,000 with full benefits.
2. We have been fortunate to not have any routes closed due to driver shortages. Christy recommended reaching out to a temp agency to get the word out as well.

B. Financial Reports
1. Draft Audit Overview — ATTACHED
    a. Review draft in preparation for final next meeting
    b. Our original appropriation was for $3.79M, actual is coming in closer to $3.75M even though an additional $50k was originally added to appropriation
    c. $232,000 will be added to the fund balance.
2. Monthly financial report — ATTACHED

a. Financials through August have been attached
b. The budget approved in May did not include ESAR 3 which is approximately $250k.
c. If projections continue as planned it is likely there will be a $419K surplus at the end of the year.

V. New Business: 6:45

A. ACTION: Board President Review/Sign Assurance of Financial Accreditation ATTACHED / ATTACHED
   i. Signature is not needed until October 15 and is a standard
B. TRCS facility expansion
   i. Initial draft plans draft were reviewed ATTACHED
   ii. A proposed site tour was provided by Jamie Nims
   iii. Two Options have been proposed
      1. A "wet" option to include bathrooms
         a. Projected to cost $115 per sq. foot for a total of $600k
      2. A "dry" option doesn't include bathrooms, however, includes teacher offices
         a. Projected to cost $100 per sq. foot for a total of $567k
   iv. P & Z Committee meets twice a month. The goal is to have a rough plan submitted by tomorrow to be included in the October 13th Glenwood P&Z meeting to ask additional questions.
   v. Although the school doesn't meet the city's architectural designs, schools have flexibility. The state architect is required to approve the plans.
   vi. TRCS is required to have 3 bids through a public RFP process before TRCS can move forward with the process.
   vii. Angela recommended also looking at the sewer line before a building is placed on top. Jamie shared that the building should not impact the sewer line.
   viii. Jocelyn shared a potential concern with windows facing the outdoor area with PE and recess and the distractions.
   ix. Christy recommended putting a rough budget together with utilities and additional items to get all of the costs written down. Christy will send Jamie an email with suggested budget items to be included.

The board called a recess at 6:49pm recess called back into session at 6:56pm

VI. Old Business:

A. Authorization Updates
   i. Today was the deadline for TRCS to be included as a Roaring Fork School District Authorized Charter School
   ii. TRCS will be watching the November ballet mill levee as TRCS would be receive the same funds the Roaring Fork Schools due
   iii. There may be issues with how grant funds flow through to TRCS if TRCS moves to a district authorized school. CSI is looking into these issues further and will provide additional information.
   iv. TRCS will need to look into how the funds would differ between CSI and the Roaring Fork School District to ensure it is a viable option.
B. Equity Action Project
   i. Finalized Team ATTACHED
   ii. Sally will be able to commit to the Equity Project on behalf of the board along with Jamie Nims and one additional TRCS leader.

VII Other Business: 7:20

1. Upcoming meetings
   a. Committee meeting schedules
      i. Building Expansion schedule will be determined via email with Committee members
      ii. Finance Committee - Audit Review- October 19th at 10:00am
      iii. Teacher Retention Committee – October 22nd at 8:15am

iv. Governance Committee- October 15th at 8:30am 3rd Friday of every month. In person preferred in Glenwood and zoom as a backup.

b. Next Board Meeting, October 21 at 5:30 pm

i. Anticipated agenda items

1. Angela recommended having an existing conditions report conducted for review at the November meeting.
2. Christy will send an RFP template to Jamie
3. Christy motioned for the head of school to send out RFP's for school expansion as expeditiously as possible, Josh seconded the motion.
   Vote as follows:
   Sally Camacho - Aye
   Angela Roff - Aye
   Christy Chicoine -Aye
   Josh Mattson - Aye
   Ashley Thomas – Aye
   Jocelyn Kochevar - Aye
   The motion was passed.

ii. Suggested Governing Board Focus by Month ATTACHED

1. Add school expansion as a standing agenda item until project is complete
2. Facilities overview
3. Audit Review
4. Quarter 1 Financials
5. CARS reporting
6. Student Demographic Overview
7. Parent survey results compared to previous survey

2. Other items

a. Fundraising

i. The Fundraising Committee hasn't met formally, however, the fall fundraiser is coming up on October 8th 5:30-7:30pm with food, bingo, auction, and music. Eunice and Cynthia Wheeler have really been helping coordinate.

ii. Jamie will add the Fall Fundraiser to the online school calendar and the important events on the TRCS website.

iii. Eunice found a merchandise website that ships directly to the home and gives back 10% to the school.

VIII. Adjournment **7:30**

I. Meeting was called to adjourn at 7:44pm