



Tomorrow River Community Charter School
Governance Board Meeting
 Tuesday, July 6th, 2021 at 6:30 pm
 Virtual via Zoom

MEETING MINUTES

Board Member	Present?		Present?
Sarah Tompkins: Chair	yes	Gina DeLisle: Treasurer (<i>Time Keeper</i>)	yes
Tom Quinn: Vice-Chair	no	Louise Pease: Member (<i>Keeper of the Heart</i>)	yes
Tina Giombetti: Secretary	yes	Matt Dorsey: Member	yes
Susan Schmidt: Member	no		

Other Attendees: Beth Shore, Laurie Low, Camille & Aaron Kadoch, Stacey Falk

Minutes taken by Laura Brown

1. Call to order by Sarah Tompkins at 6:45 pm.
2. Gathering verse, Introductions, Sharing of a positive memory
 - a. Technical difficulties have been rampant in this meeting. Tina's connection is unstable because of the storm. Some items may be postponed due to technical difficulties and lack of time.
3. Public participation: Camille & Aaron Kadoch spoke about immunocompromised family members and requested the board allow the children to reserve their onsite spots and continue to participate in the virtual school when school starts in the fall, until there is a vaccine for children 12 and under.
4. Next meeting date: August 3rd, 2021
 - a. **Reschedule to August 10th**
5. **Approve Consent Agenda**
 - a. Approve June 1st & **June 21st, 2021 meeting minutes: June 21st meeting minutes approved.** June 1st minutes were omitted from the packet. The board will approve June 1st minutes in August.

- b. Committee/Staff Reports/Minutes/Financials
- 6. Proposal to change standing date of GB meeting - this item to be discussed at the next meeting.
- 7. Board letter of interest - Sarah Snell sent a letter expressing her interest in joining the board, which was shared with board members. There is not a board opening currently, but we will keep Sarah in mind until there is an opening or a reelection.
- 8. **Action without a meeting: Proposal to strike from bylaws section 4.13 because it is illegal. Tina will edit the bylaws to omit this. If Tina would like any other input she will let the board know.**
- 9. Leadership Structure - This will be discussed at future meetings once the Transition Committee finalizes how to move forward with the Executive Director vacancy.
- 10. Board rep on Compassionate Schools Committee: No policy is made at the committee level, any policy changes would be brought to the full board. Since this is a staff committee it does not make sense to have a board member on the committee.
- 11. Exceptions for immunocompromised families - In the 20/21 school year, onsite families were given the option of having their children participate in TRCVS while reserving their spot in the onsite class. No such option is offered for the 21/22 school year. The board members present discussed pros and cons of allowing specific exceptions on a case by case basis.
 - a. **In the interest of health and safety of TRCCS students and their immediate households, onsite spots for the Kadoch family will be held until October 1, 2021. Further exemption may be granted dependent upon the date COVID-19 vaccines become available for children under age 12. Approved by consensus of members present: Sarah, Gina, Louise, Matt, and Tina.**
- 12. TRCCS Attendance policy: Beth
 - a. State statute 118.15 states regular school attendance is expected Pre-K through age 18.
 - i. Under charter bylaws we are exempt from 118.16 which discusses enforcement and how we make sure families are in compliance with 118.15.
 - ii. The proposed policy creates a structure for addressing unexcused absences
 - 1. Edit language to specify that the office must be notified for excused absences. Beth will include the email and phone number in the handbook.
 - iii. Tardiness? Consequences for tardiness will not be specified beyond the steps enumerated.
 - iv. Add TRCVS in the header so that virtual families know it applies to them as well as onsite school.
 - v. Beth will make edits and bring it back for the August board meeting.
- 13. School COVID-19 report
- 14. Audit requirement: As the grant coordinator, Ed Lemar works closely with the auditor and takes care of this. Grant data included in the packet is not final, but was shared as working

information.

15. Skid steer proposal: A proposal was submitted to use Middle School Grant funds to purchase a skid steer for TRCMS use. Board members have multiple questions that need to be answered prior to approval.

- a. Is there room in the grant budget, and if so, has DPI approved this use of grant funds?
- b. Where would this piece of equipment be stored?
- c. Who will be responsible for maintenance?
- d. What attachments are included?
- e. **Motion approved to move this item to August in hopes that Tom can be in attendance as this discussion requires his input.**

16. Budget updates and recommendation: Beth notified the board that, due to several unforeseen changes, the 2021/22 budget is much tighter than previously expected. This is partly due to enrollment, and partly due to payroll changes at the district level.

- a. Recommendation to remove HLF from the district budget: currently our district budget includes \$16,000 for Healthy Lunch Fund to subsidize lunches for TRCCS families in financial need. This was historically always covered by fundraised monies, and was only included in the district budget because there was an expected surplus. **In the interest of being able to balance our budget, Beth proposes that this be moved back to being covered by our TRCCS fundraised monies. Approved by consensus.**
 - i. The PR & Fundraising Committee intends to make the school community more aware of the fact that we do not receive federal funds to subsidize these meals.
- b. ESSER Fund/Rollover update: informational.
 - i. The first round of ESSER Funds have already come in and been spent.
 - ii. The second round of ESSER Funds looks like TRSD will be getting about \$276,000 mid fall, plus a second portion that is unknown, based on face-to-face instruction in 2020-21. TRCCS may receive as much as \$14,000 but this amount is still uncertain. These funds need to be used by 2023.
 - 1. Discussions are ongoing at the state level that may alter this information.
 - iii. There will be a third round of ESSER Funds, totalling \$620,000 with very strict guidelines that dictate how to apply, how it can be used, and how it must be reported. These funds don't need to be used until 2024. TRCCS may be able to claim a portion of this.

17. Principal contract update - informational: All administrators' contracts were Increased by the district from 209 to 260 days.

- a. Beth has talked with Mr. Richie about all of the raises the district has enacted over the past school year. Mr. Richie suggested that TRCCS may have autonomy to choose not to adopt these raises in the interest of balancing our budget.

- b. Changes at the district level have had a huge financial impact. Beth has talked to Mr. Richie about making sure TRCCS has a voice at the table for future changes and he was amenable.
 - i. Contract change for administrators.
 - ii. Pay raise for all salary/hourly employees.
 - 1. It was noted again that the district board made the decisions to reverse the salary freeze in part because they knew there were ESSER funds coming that would offset the deficits caused by COVID mitigation measures.
 - iii. New HSA resulted in an unexpected \$48,000 additional charge to our budget.
 - iv. Personal cell phone use - \$600 that Beth declined because we will have the new phone system that renders that stipend unnecessary.

18. Staffing

- a. Amy Boelk MS Elective Graphic Design pay: request for \$500 for curriculum development, and teaching one hour per week for 34 weeks at the Artist in Residence rate of pay, roughly \$684 for the year. Per Beth, the elective rotation for the Middle School will not work without this course offering, and this was by far the most requested by the children. **Motion to approve this as written, approved by consensus.**
- b. Floating/SPED Aide - Kelly Larsen is working on the schedule. This proposal will not be ready until August.
- c. RTI teacher update - posted for 3 weeks, as of this morning there are zero applicants.
- d. 3rd grade teacher update - posted for 3 weeks, as of this morning there are zero applicants.
- e. TRCVS Upper Grades teacher update - Brittany Yadon will take the upper grades in addition to the youngest students, increasing her to .85 FTE.
- f. Friday/EC Aide proposal - **Move to next month**, there is no need to post for this even if we decide to approve it.
 - i. Are both aides interested? Yes.
 - ii. If yes, who gets it? We can work that out. They may alternate weeks or work out another schedule.
 - iii. How many hours? 8 additional aid hours per week.

19. Facilities: Expansion Committee update

- a. Virtual phone proposal - cloud based, virtual switchboard. We would have to change our phone number. Allows each teacher to have their own voicemail box. An automated greeting would direct the call to the person's extension. \$80 per month. Cost-wise this would be comparable to what we pay now for landlines through CWES. **Approved. 7 day trial for the end of July.**

i. Unknown: taxes & fees

20. Finance Committee update - **Move to August meeting**

a. Double signature requirements

21. Transition Committee update - Tina will send in an email

22. Decision making work session review - **Move to August meeting**

23. Virtual communication proposal - **Move to August meeting**

24. Proposal Procedure - **Move to August meeting**

25. Board meeting checklist: **Move to August meeting**

26. Agenda builder: **Move to August meeting**

27. District Policies: Students - **Move to August meeting**

28. Events

a. Waldorf 100 Conference: June 22-25, 2021

b. Alliance Summer PD: July 12-23, 2021

c. Summer Learning Institute: July 26-August 6, 2021

29. Adjourn 9:07pm