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AGENDA

TRCS Board Meeting, October 21, 2021 5:30-7:30 pm, Board Work Session 7:30-8:30
In-Person 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, Lexie Clark-Kimmel

Board Attendees Absent:

Other Attendees: Jamie Nims, Head of School; Scott Black, member of the public

I. Call to Order — 5:30

A. Angela called the meeting to order at 5:34pm

II. Consent agenda

ACTION: Approve minutes from September 30, 2021 meeting — **5:30** — ATTACHED

Sally motioned to approve the September 30, 2021 meeting minutes and Jocelyn 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. *Scott Black, parent of a K and 1st grader at TRCS; Asked how are the Board of Directors elected and What information is TRCS using to determine mask guidance?*
   i. *Jamie offered to have Scott reach out to him directly to answer the above questions at drop off or anytime convenient for him.*

IV. Standing Reports — 6:05

A. Head of School Report
   i. FY 2021 Financials (HOS and Finance Committee) — ATTACHED
      1. Finance Committee met to review 2021 Financials

2. In the general fund $233K was added compared to the initial budget
3. It was recommended TRCS do a better job at managing the general fund and spending some of the funds.
4. It is a great opportunity to continue with the building expansion in addition to additional one-time federal funds.
5. The building corporation has a separate board, and the sole purpose is to take out a loan and pay the loan for the building.
    a. Remember the building corporation has its own fund balance
    b. The current loan interest rate is 2.4%
6. The auditors notes within the financials shows the funds have been managed appropriately and fiscally responsible.
7. Although the auditor did not review grant funds, checks and balances come from the bank or CSI depending on the type of grant funds.
8. Angela requested a board financial literacy training for the board to ensure the board is financially literate.
    a. Jamie will request CSI come up and provide financial training at one of the next board meetings.
    b. Ashley recommended adding financial literacy training to a rotating schedule to ensure future board members receive the same training.

ii. Enrollment and Demographics 2021-2022 [ATTACHED]

1. Enrollment Demographics were compared for the past five years
2. Total enrollment has continued to grow, current enrollment is at 391 students.
3. The trend for free and reduced lunch has seen a slight decline over the past few years.
4. The trend for English Language Learners is more stable as is the percent minority students
5. The trend for special education students as seen a significant rise over the past five years
    a. The CSI average for Colorado is 6%, TRCS is at 13% and is higher than our surrounding areas.
    b. TRCS does not discriminate against special needs students
6. Our target should be a mix of 60% Roaring Fork School District and 40% RE-2 based on the actual enrollment breakdown.
7. The trend for gifted students declined in 2019 and is increasing
    a. Every child at TRCS is screened in 2^{nd} and 6^{th} grade
    b. Students need to be in the 9^{5th} percentile in 3 different pillars to be considered a gifted student.
    c. Ann Rocket is focused on gifted students which will help identify additional gifted students.

iii. How Are We Doing Survey [ATTACHED]

1. The board reviewed survey results to include some of the highlights below
    a. Overall level of satisfaction with TRCS is 88% highly satisfied vs. last year of 85%
    b. Satisfied with TRCS approach to health and safety this year shows 73.9% highly satisfied vs. 86.5% last year
    c. 93.5% of responses feel they receive sufficient communication from teachers vs. 77.3% last year
    d. 96.7% of responses feel they receive sufficient communication from the school vs. 93% last year

iv. Covid Update/Discussion

1. Covid Cases/Issues
    a. When children vaccines are more widely available, informed consent might become more of an option.

b. At this moment, TRCS is not at that point and has seen the highest COVID cases since the pandemic started, however, with the mask requirements, full classes have not had to quarantine.
c. Without masks, more than half of TRCS would have been quarantined over the past 2 weeks.
d. From Oct. 5- Current, there have been 14 positive students and 63 COVID issues, to include exposures. In addition, there have been 2 adult positive cases
e. TRCS has not seen any school transmissions, avoiding outbreak status.

v. Upcoming Events
1. Although TRCS has had some great events, some individuals have come to each event to be defiant of the mask mandate.
a. Due to these issues and the spread of COVID in the area, it has been requested the board discuss potentially cancelling the fall Demonstration of Learning to avoid a super spreader or outbreak event causing the school to close.
i. Jocelyn suggested having high school students come in and video the demonstrations instead of a live demonstration. To allow for time to coordinate, the video demonstration should be pushed back to November or December.
ii. Jocelyn will reach out to Glenwood Springs High School to discuss further.

B. Committee Updates (as needed)
i. Retention/Recruitment
1. First official meeting will be tomorrow morning
ii. School Expansion
1. No committee update at this time
iii. Governance
1. Meets the 3rd Friday of every month
2. Putting together a recommended document review schedule
3. Will be looking for a board rules and regulations booklet for easy reference.

V. New Business: 6:45

A. Conflict of Interest Policy Review
i. Per CSI: Create Stand Alone Policy ACTION ATTACHED
a. Angela recommended having each Board member sign the Conflict of Interest
i. A signature line was added
b. Ashley recommended adding an option to disclose any known conflicts
i. The committee felt the document was appropriate as is

Christie motioned to approve the proposed Conflict of Interest Policy 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.

B. NRF / NIMS Crisis Response Plan Assurance ACTION ATTACHED
i. As of August 1, 2021 TRCS is in Compliance with NRF and the NIMS framework
ii. The board reviewed the proposed Crisis Response Plan

Ashley motioned to approve the Crisis Response Plan policy as presented and Christie 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.

C. New Policy discussion: Discipline records review by teacher and student demographics
   i. The board reviewed a breakdown of discipline by Ethnicity and Free and Reduced lunch students
   ii. The recommendation is to review this data annually, Angela recommended adding this review to the April standing agenda.
   iii. The necessity of the data was questioned and up for discussion
   iv. Lexi recommended adding gender to the discipline breakdown
   v. The board determined additional discussion is necessary and will add Ethical scorecard suggestions/discussions to a future agenda

The board took a recess at 8:00pm and returned to session at 8:10pm.

VI. Old Business:

A. Authorization Update
   i. The Roaring Fork School District is planning on approving or declining the authorization in December
   ii. If the board approves authorization, then TRCS and the Roaring Fork School District move toward negotiations to determine if the move would be mutually beneficial.

B. Building Needs Assessment Update
   i. Starting to receive a response for an initial assessment

C. TRCS Facility Expansion
   i. Prospective Bidders
      1. Eagle Creek Modular
      2. Satellite Modular
      3. Modular Genius
         a. $1.2M quote for the premium package, which appears to be a high-quality product.
      4. American Portable Buildings
         a. $460,803 for a dry configuration without site work
         b. $48k more with additional plumbing work for a wet configuration
         c. Still need to evaluate build quality, however, might be a viable option
   ii. PNZ Update
      1. Was not included on the October agenda, however, TRCS will be on the November 2nd, agenda.
      2. It appears TRCS might be able to install a dry facility, however, that still requires State approval.

VII Other Business: **7:20**

A. Upcoming meetings
   i. Next Board Meeting, November 18 at 5:30 pm
      1. Anticipated agenda items
         Suggested Governing Board Focus by Month ATTACHED

2. Continue Ethical Dashboard
3. Guest Speakers
4. Quarterly Financials
5. Building Expansion

VIII. Adjournment **7:30**

A. Meeting was adjourned at 8:41pm

IX. BOD Work Session - Strategic Planning **7:30-8:30**

A. Proposed scheduling a strategic planning session in December instead of adding to the end of other board meetings.
   i. Strategic Planning scheduled for December 2, 2021 from 5:30pm-7:30pm