



Tomorrow River Community Charter School
Governance Board Meeting
 Tuesday, March 12th, 2023 at 1:00 pm
 Central Wisconsin Environmental Station, Walker Lodge
 10186 Cty. MM Amherst Junction, WI 54407

MEETING MINUTES

Board Member	Present		Present
Tina Giombetti: Chair	Yes	Sarah Tompkins: Vice Chair	Yes
Tom Quinn: Treasurer	Yes	Sarah Snell: Member	Yes
Laura Miller: Secretary	Yes	Megan Fletcher: Member	Yes

Other Attendees: Beth Shore

Minutes taken by Laura Miller

1. Tina Giombetti brought the meeting to order at 1:06pm.
2. Public Participation: None
3. Next Meeting: Joint TRCCS/TRSD meeting Tuesday, April 18th, at Central Wisconsin Environmental Station
4. Business
 - a. Approve Agenda: **Approved.**
 - b. Approve Consent Agenda: Tina pulling last month's minutes to discuss the wording of the electives compensation approval. Clarified the total amount approved is up \$1,056 per teacher for 6, 7, & 8th grades. \$528 of Teresa's will be paid to Stacey who will teach Teresa's 3rd trimester elective. The total for the three middle school teachers will be \$3,168. **Approved.**
5. Agenda Topics:
 - a. Reports
 - i. Principal's report
Onsite has 197 students now. Looks like 201 for onsite next year so far. Virtual is at 63 now with 10 applicants; Beth's projection is 53 for next year. Staffing for TRCVS was based on 50 students, so that should not need to change.
 - ii. 2023-24 Calendar
District start date is September 5 and the end date is May 23 due to the construction that will happen there. We will follow the district schedule

for the year and use the district's days off at their quarter for collaborative work for staff, except Jan 17 due to MLK day when we will take the MLK Day holiday off instead of the Wednesday that TRSD has off. On Nov 22, the district is doing a virtual day, but we will not. TRCCS will have 165 student days, 182 staff days. We will need to create a snow day policy now that the district is doing virtual snow days and we can't make up missed days. TRCVS has 167 student days, 181 staff days (one less required staff day, but two extra days teaching). **Approved.**

iii. Google Workspace: Drive Spring Cleaning

1. Tina needs to be able to find the staff meeting minutes for the board packet. Beth will ask the staff to tidy up their files.
2. Everyone should make sure to create documents on the shared drive so files don't end up saved on our own drives, plus follow these guidelines:
 - a. All file names should include the date and committee/mandate name.
 - b. Organize files by year or school year
 - c. Permissions are relevant and include the correct people for that particular document

b. Budget

- i. Donor recognition signs: Tina would like to purchase 100 Gold Anodized Hexagon sign plates in anticipation of needing more than the current 60 needed for donors so far. They are \$6.75 each at that quantity for a total of \$675. We receive \$320/month in ongoing donations, so 2 months of donations will support this purchase. **Approved.**
- ii. ESSER 2: Beth requests we use ESSER II funds for the following. Total request was \$63, 831.85. **Approved.**
 1. One extra day per week for April's counseling services
 2. ½ RTI position for Rachelle for TRCVS
 3. Breakfast transportation
 4. Nurse position if the current grant doesn't continue
 5. Curriculum work (update standards, possibly add science and social studies)
 6. Assessments review and update math and ELA
- iii. TRCVS Internet Budget: The state requires us to provide internet for the virtual school families who need assistance. We will need to add a line item to the budget. Brittney and Zena's research came up with an estimate of \$360/family/school year allotment to keep in mind for our budgeting purposes. The virtual staff will continue researching options.

c. Policies

- i. Office check in policy: Beth will work with Tom to write an article for the newsletter addressing the policy of parents on campus including parking, pick up, and office check in.
- ii. TRCVS Attendance Policy Beth proposed we add two items from the TRCVS attendance policy to the TRCCS policy, plus the Academic Responsibility policy (listed below). **Approved.**
 1. Excessive excused absences (10 days +) in a trimester will result in a team meeting with the caregivers, teachers involved and a representative of school administration to determine a plan of success for the student.

2. Chronic absenteeism may result in the termination of open enrollment.
3. Academic Responsibility: Students are expected to turn in all assignments and check-ins on their due dates as directed by their instructor. If this requirement is not maintained the student is considered Academically Truant and may receive a Notice of Failure to Participate. Notices of failure to participate will be sent throughout the quarter. After three such notices of failure to participate in one trimester the TRCVS Governance Board and TRSD Board are within their right to dismiss the student from TRCVS and will follow the procedure outlined in Wis Statue 118.40 (8) 3 g
- iii. Plagiarism Policy: TRCCS and TRCVS. Board Members noted there may be a need to add an AI plagiarism policy in the future. **Approved.**
- iv. Charter: The Board provided edits for Cham, who will make the changes and send back for approval at the joint board meeting April 18. First read, no approval needed.
- v. Bylaws:
 1. Grammatical changes and clarifications, but could use more editing. Laura Miller will redraft it for consideration.
 2. Bring back next month.
 3. The Board discussed the maximum number of Board Members in the bylaws, whether they can be employees, and if they should or should not be voting members. Beth suggested Tina ask Mike Ritchie about having employees on the board.
- d. Staffing
 - i. Executive Secretary - Moved to closed session.
- e. Governance Board
 - i. Vacancy Update -
 1. We have a virtual parent candidate for the vacancy.
 2. The odd numbered seats on the board are up for reelection. Sarah Tompkins (seat 1) has decided not to pursue reelection. Tom (seat 3) and Laura (seat 5) will run again. Seat 7 is the currently-vacant position.
 - ii. Annual Report: Most of the information has been submitted and the document is in process.
6. Events
 - a. February 24th: Middle School Winter Performance
 - b. March 8th at 8:30am: Coffee Connections at Aquamos in Waupaca
 - c. March 10th-12th: Board Retreat
 - d. April 5th at 8:30am: Coffee Connections at Millstone in Iola
7. Closed session:
 - a. Entered into Closed Session at 2:41 pm to discuss items pulled from the agenda.
 - b. Update on staffing, still working on details.
 - c. Return to Open Session 2:43.
8. Action Items, Meeting Review, & Adjourn Meeting.
 - a. Tina adjourned the meeting at 2:45 pm.

