
**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
NOVEMBER 28, 2018**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Wednesday, November 28th, 2018 at 10:00 AM at 9239 East Wrightstown Road, Tucson, Arizona, in the Administrative Conference Room.

Present at the meeting were the following members of the Governing Board of Tucson Country Day Charter School:

Richard Cooper, Bill Iveson, Cindy Kappler and Don Lawhead

Present by Phone: Renee Danielson

Absent: None

Quorum present? Yes

CALL TO ORDER

The meeting was called to order at 10:04 AM by Bill Iveson

The following matters were discussed, considered, and decided at the meeting:

APPROVAL OF MINUTES FOR THE FOLLOWING BOARD MEETINGS:

August 28, 2018

Moved by Don Lawhead and seconded by Richard Cooper to approve.
Yes (5) No (0) Abstain (0)

October 23, 2018

Moved by Don Lawhead and seconded by Richard Cooper to approve.
Yes (5) No (0) Abstain (0)

DISCUSSION AND ACTION ON THE 2017-18 SCHOOL AUDIT

- Henry Fortino updated the TCDS School Board on the school audit including The Audited Financial Statement and Compliance Questionnaire. We received clean opinions on both documents this year and are trending in the right direction on our loan covenant.
- A management letter was not written this year. Henry gave the administration a few suggestions orally for accounting purposes including tightening up credit card receipt procedures and having a third party separate from the Business office review cash deposit receipts.

ADMINISTRATION UPDATE

- Jordan Krause updated the school board on our first Academic Showcase. It was held Friday, November 16th in the evening. Parents and families came to see what students have been working on since the beginning of the school year. We had excellent attendance and overall it was a huge success. The Coordinators will meet today to go over the event, what went well and changes that can be made to improve the next event. The next Academic Showcase will be held in March.
- Terra Maddock updated the school board on the supervision that happens on campus during the day. She created a document to be given to all staff regarding supervision safety expectations on campus. This document will be presented to students by our lunch supervision monitors this week.
- Terra Maddock also updated us on the TCDS ACE program. We will have four staff members participating in continuing education starting in January that will end with a gifted endorsement for these four staff members. These trained staff will then be able to offer training to other interested teachers.

PTSA UPDATE

- No updated provided

DISCUSSION AND ACTION ON THE PROPOSALS FOR SIDEWALK COVERS

- Richard Cooper's vision has always been to put covers over the sidewalks outside the classrooms. This will help with shade and when it's raining. TCDS is using the Jim Click raffle to help with fundraising for this project.
- Two companies provided quotes for the project: one is at \$92,000 and the other is \$95,000.
- As of this date, TCDS has raised close to \$10,000. The raffle will end on November 30th for this year but will start again in January 2019 with new prizes.
- We would like to pick a vendor and start putting up covers on the 100 building over the winter break.

It was moved by Don Lawhead that the Administration use their discretion to move forward with the awning project and that it be done in sections as funds become available.

The motion was seconded by Richard Cooper

Yes (5) No (0) Abstain (0)

CALL TO PUBLIC

- None Present

ANNOUNCEMENTS

- Changes in future Board meetings are as follows:
 1. No February 2019 meeting

- 2 . April 16th 2019 meeting has changed to April 30th 2019
- 3 . Added July 2nd and July 12th 2019 as budget meetings.

It was moved by Renee Danielson and seconded by Don Lawhead to adjourn at 11:43 AM

Yes (5) No (0) Abstain (0)

Dated this 28th day of November, 2018

The Governing Board of Tucson Country Day Charter School

Minutes taken by Board Secretary, Rachel Robertson