



Board of Trustees ***Board Meeting Notice and Agenda***

Notice is hereby given that the Treeside Charter School (TCS) Board of Trustees will hold a Board Meeting at Treeside Charter School 1724 S State Street, Provo, UT January 16, 2018 at 6:00. Projected duration: 90 minutes.

The public is welcome to attend all TCS Board Meetings. In compliance with the Americans with Disabilities Act, those needing special assistance or accommodations should contact the Board Chair or Secretary at robert.leckie@treesidecharter.org, giving at least one working day notice.

Agenda:

1. WELCOME & CALL TO ORDER

- Opened at 6:04 PM January 16th, 2019 by April Clawson

1.1. Opening Remarks

- None

1.2. Pledge of Allegiance (in suitable environment)

1.3. Roll Call

- Robert Leckie, Jennifer Ammot, April Clawson, BJ Taylor, Matt Musil, Kristina Hone, Randall Robertson arrived at 7:11PM.

2. PUBLIC COMMENT

- None

3. Acceptance of previous meeting minutes

- Motion to accept previous minutes by Jennifer A., seconded by Matt M., all voted in favor.

4. Reports

4.1. Director's Report

- January has been an exciting month.
- School Attendance: 92.33% Attendance overall. This past month was 89% and the month before 92.9%. This happens to schools because of all the holidays. We also had several sick families. We want to increase this to 95%.
- Enrollment: 458 Students currently. Right before christmas we had some family move out and then more students came right back at the beginning of January.
- Testing: We have had beginning of year (BOY) and now middle of year (MOY) testing.
 - Kindergarten: We have had more students increase in reading comprehension
 - 1st through 3rd grade also have all seen improvement.
 - 4th through 6th are being test at this time.
 - By the end of year (EOY) we should have even more improvements.
 - We want 67% literate by the end of the year and we are testing all students instead of just the required grades. We are seeing improvements all over and the teachers are working very hard.
- Cultural Celebration event pictures
- Open House was a big success, we wish more would come, but 31 families came that



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signed and more did not sign the paperwork. The spanish teacher had some singing from students and there was dancing. There was also a navajo dance. There was also a description of the robotics after school program. The robotics program started the day previous with 23 kids. There was more interest in the younger grades than the older grade. We have 4 mindstorm kits and 7 wedo kits

- Fire Drill, it was cold and that the kids should have grabbed their jackets.
- Ballet came and many students were dancing afterwards.
- Yoga Class, took a little time to be able to take the picture.
- Teacher taking a scarf break, which is a hand-eye coordination game to help break-up the class.
- Recreated olympics because they were studying greece.
- Plans for next year: We plan to keep what we have now 100 for kindergarten, 100 for first grade, if we keep all the first graders we would have to add another second grade class for 100, then 75 for third, another 75 for forth, and fifth and sixth bring the total to 545. We are still working on the actual enrollment figures. After that number then we will know how many slots are open for the lottery.
 - Question 1: If you have a child here can other siblings come? You still enroll for the lottery and since there is a sibling will be put in the front of the lottery.
- To accommodate the growth plan we will have to fix some of the rooms in the school.
- Windows for the lottery end at the end of February and we will continue to put things out on social media. We hope to be full right off the bat. On March 1st we will have the lottery and they will have about 10 days to fill out the forms etc. to register their child. IF they don't sign up, then we will take the next children in line will take their spots.
- Marketing Plan: Most find out from personal contact and the website. We have a sign out on the road, and only one has said something. We have also gone around the businesses around the school. Based on that we are trying to create social media nets pointing towards TCS. We are trying to raise the webiste search results. [Question 1,2] There is also the idea that we communicate with the charter network and if other schools have a waiting list then we can communicate with them. There are also new testimonials. We also are working on inviting the local media to the events at the school. The next big event is the visit by the planetarium. We are going to need to increase the advertising budget.
 - Question: Can we prepare something for parents that are on social media that they can use? What are we doing to empower parents to tell the TCS story? We have instagram, twitter, facebook, linkedIn etc. With linkedIn we have an editorial calendar and teachers are writing for this. When people share these articles then it helps to create more connections.
 - Question: How do we forward them? Do these articles have "share" buttons etc. with links to the articles? This will be implemented.
- Comcast Cares: On May 4th we will have projects that they will work on. There are projects that are in line with the mission of the school that have not yet completed. For example the outdoor laboratory. We need a greenhouse, and an outdoors place to put the kids. We also developing plans to have different plots for different garden areas. We are



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treeside and there are not many trees. We would like to plant trees. We could possibly get a group to use eco-pavers installed. We are talking what 1000 people could do in 4 hours. Last year another school received a nice check even after everything that was done. Comcast will provide food and T-Shirts for all the volunteers. TCS has to come up with the list of projects so that we can keep the number of people that sign up. We want the people to register beforehand so that Comcast can plan accordingly. This is part of Comcast training program, and we will still have to meet with them and determine what we can do. Both UVU and BYU have programs that can help to get people. There is some concern about how to get 1000+ people functional on this property. There is some work on where to park, plan etc. Trisha Nash nominated the school. There is a fundraising document that the administration has put together. This list will be used when TCS meets with Comcast. The manager has not yet been assigned yet. The signup list will open up in February.

4.2. Business Manager Report

4.2.1. Financial Report

- There is a description about a presented chart. The original budget was for 500 students and we only had 468 at the October 1 count. Even though the data looks odd. This has to do with the way that a loan shows up as income. When non-cash items are moved then the data looks to make more sense. We currently have a surplus of more than 40 days.
- Additional details, Original vs Revised Budget: (We are about ½ way through the current budget)
 - Local revenue is covered: Lunches, etc.
 - State revenue: K-12 funding. With lower number of students lower funding. This is about 200k less.
 - Federal revenue: IDA, National Lunch, Title I and Title II. Some of these are on a reimbursement. So that is why some of these numbers are zero at this time. We are currently working on these reports and filings now.
 - Expenses: Salary and Benefits are the largest output. Several people have switched categories and that is why some of the numbers look altered.
 - Technical Services, Property and Other services are defined
 - Supplies: Classroom supplies is one of the largest items. There is a lot that had to be purchased because last year was the first year, and we would not need to spend as much this year. We believe that this number is realistic, but we will need to make a slight change at the current rate. Each teacher is given a 200 dollar budget. This is for classroom specific projects. This does not cover paper, staples etc. There is also a separate art budget for those projects.
 - Other Items: The big items here are loans, leases, building, USBE loan and playground loan.
- Currently it looks like a deficit, but it is not bad from a cash basis because of the way the playground is accounted for. We should have a cash surplus of about 30k. The currently forecast is that TCS will be in the black this year. All of the reports are the modified accrual basis of accounting. There are several other large items that in that the way they are accounted for will mean that the school should have a surplus at the end of the year.



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5. Consent Agenda

5.1. Budget Revisions

5.2. Policy Review

5.2.1. Parent and Family Engagement Policy (04-102) - Minor language changes and a new yearly Title I meeting.

- We approved this already in November, but the government wanted some additional changes made. Charter Solutions sent out a revised one that includes the corrected changes.

5.2.2. Board Policy Manual Changes - Minor changes to pagination, table of contents and appendices.

- Because of the changes to the policies, this is just to make sure that everything lines up.

5.3. MTSS Budget

- Was just sent in and will go towards supplies, software and personnel.

5.4. Climate Survey

- There is no data and we will need to determine where to go from here. Recommended to be postponed to a later date.

5.5. Comcast Cares Day Nomination

- Robert Leckie motions to approve the consent agenda removing item 5.4., seconded by Jennifer A. all approve.

6. Discussion Items

6.1. Treeside Mission Fulfillment Plan

- In reading through the charter Dr. Johnson identified several items that need to be completed. What is the item, what do we need to do and what it would cost to get these things completed. It also includes how we think we can get this money. We want to take each line items to places that in alignment with our charter to get these things approved. This is a really good start of the list and it will need to be developed more. We need to have some level of internal approval so people know what to work on. This will allow the TCS Board and other to know the priorities etc.

6.2. Dual Language Immersion Plan

- We have several staff members that speak / fluent in spanish and want to teach this. We even have staff that is certified. We believe that it is possible to do dual immersion through third grade without needed additional staff. We think that this is good for marketing. We also have a growing hispanic population. We believe that this population will grow. Dr. Johnson wants to explore this and build a plan that will be later voted on by the board. We need to make sure that we can do this right now. Are we going to overtap all our people. We need to make sure we know what order all the programs will be completed. There is a lot logistically that would have to be defined. There is a lot of demand for this. There is a long list of stuff that we need to complete and get a priority list. The list in 6.1 would be the priority as these are the items in the charter. Dual



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language would fit into the waldorf model about the world. Research shows that english second language students would benefit from this as well. Dr. Johnson currently provides translation for IEP families. We have not received feedback on this and we probably need to do a survey etc.

- A motion by Randall R. to empower Dr. Johnson to do this research, seconded by Matt M. All voted in favor.

6.3. Donation of Portable Stage and Sound System.

- The sixth grade class performed a song about what has been donated and we had received a 6,500 dollar donation. A state of the art sound system that was used in the balet, open house etc. It includes all the parts that we would need. We have also had some time donated to train teachers etc.
- The stage has also been put to good use.
- BJ T. motions that we thank the anonymous donor for the sound system and stage, Robert L. seconded all in favor.

6.4. Accept Nomination

- None

7. Board Training

- We provide leadership and guidance. We monitor the progress. We set policy and standards. We review finances and legal compliance.
- We use the Head, heart and hands to guide us.
- We are advocated for good relationship around us.
- Goals for 2019:
 - There are some annual reports that we need to do. The only one that applies to us is the Child Nutrition report and Dr. Johnson is working on that. The others were filed by Charter Solutions.
 - Midterm Evaluation for Dr. Johnson
 - Do we want to do a special training?
- How to do proper motions is listed in the binders. We just need to make sure that we get this in our language.
- We need to make sure that we do what we should

8. Board Committee Assignments

- Academic excellence already has Robert L.
- Financial Accountability already has Matt M. and April C.
- School Lands Trust already has Jennifer A. with the PTG President.
- There is a report that we have to submit for School Lands Trusts on April 1st.
- The following people will be added to the committees.
 - BJ - School Lands Trust
 - Kristina Hone on academic
 - Randall on academic

9. Closed Session



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- Motion to close the meeting by April C. for the purposes of discussing the character, professional competence, or physical or mental health of an individual in conformance with § 52-4-204 and 52-4-205 at 7:48PM. Roll Call and all were in favor.
- 10:08 Back into open session.

10. Action Items from Closed Session

- Robert L. motions to commence negotiations to secure a purchase sale agreement with Zions M13 for parcel 220460163 and adjoining parcels subject to getting financing under reasonable terms; Kristina H. seconded, all in favor.
- Robert L motions to purchase the seven lots 220460054 220460055 220460056 220460057 220460058 220462259 220460063 owned by bradley tew in the amount of 699,000 subject to financing and acceptable terms, BJ T. seconded, all in favor
- Robert L. motions to post a position for a Business Manager for the school, Randall R. seconded, all in favor

11. Adjourn

- Motion to Adjourn at 10:10 by Matt M., Jennifer A. seconded and all in favor.