



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

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 December 19, 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 6:02 PM December 19th, 2018 by April Clawson

1.1. Opening Remarks

None

1.2. Pledge of Allegiance (in suitable environment)

1.3. Roll Call

April Clawson, Robert Leckie, Matt Musil, Jennifer Ammot.

2. PUBLIC COMMENT

None

3. Acceptance of previous meeting minutes

Jennifer A. makes motion to approve, Robert L. seconds, all in favor..

Motion to move agenda item 7 to 4 made by Matt M., Robert L. seconds, all in favor.

4. Selection of Board Candidates

The following questions were asked of each of the candidates:

- Section 1 - Background (Asked by Jennifer A.)
 - What personal strengths will you be bringing to the Treeside Board?
 - Kristina Hone: Attention to detail, and an analytical mind to find areas for improvement.
 - Randall Robertson: Broad overview of needs and solutions working in various industries
 - BJ Taylor: Currently of IT and Security and would bring concern of safety of data and children. Also feels that is a good moderator when there are opposing opinions and help find middle ground.
 - Does this one-year term of service fit in with your other responsibilities?
 - Kristina H.: Yes, with no conflicts
 - Randall R.: Yes
 - BJ T.: Yes
- Section 2 - Skills and Expertise (Asked by April C.)
 - Do you have skills in the following areas: marketing, finance, communications, public relations, and/or industry-specific knowledge?



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- BJ T.: Some of each, but not deep
- Kristina H.: Some of each, just finished an MBA and touched on all. Worked a lot with children with special needs and help with community and family.
- Randal R.: Taught Language at BYU.
- Do you also have the time to volunteer on the board/school committees? We have three main committees.
 - BJ T.: Is already involved the Robotics Course and does not know what the final time commitments but will be at the school already.
 - Kristina H.: Has a wide availability and would hope to be able to continue on the garden program and grant writing.
 - Randal R.: Not familiar with the committees and doesn't know yet.
- What would you like to learn about Treeside by serving on the Board?
 - BJ T.: Had a list of questions, and there were lots of areas that when reading the charter about how to help at risk kids. Also am an advocate for technology. And think that we need to expose kids to programming.
 - Randal R.: I think that it is the people who make things happen, are the ones that determine what happens. Get to know what the people are doing. And wants to learn the direction.
 - Kristina H.: I would like to have greater access to information that would allow more understanding on how to help. Currently has a child at the school and want to be able to better help. The school has been excellent to her and wants the school to succeed.
- Section 3 - Connections and Networking (Asked by Robert L.)
 - Do you have community and/or business area connections?
 - Randal R.: Worked in the area for 20 years, has connection through employment and religious service.
 - Kristina H.: Building network currently, stepped away from career a year ago and is expanding connection through private consulting. Just connected with Imagine Learning. Does program and Technology management. Has a few and is looking to get more.
 - BJ T.: Worked in the area for a number of years and made connection. More IT people than accountants and depends on what we are looking for.
 - What networking resources can you provide to Treeside?
 - Randal R.: Group of individuals at the MTC and are civically involved and there are a lot of resources to draw on there in the education effort.
 - Kristina H.: Involvement in Women in Tech Council. There is a program called SheTech that can help, and extend this into elementary school.
 - BJ T.: Our company shares space with United Angels. They help schools meet the needs of special needs kids. They provide tools and resources to better help them.
- Section 4 - Commitment
 - Do you see yourself promoting Treeside's mission and vision?
 - Kristina H.: Yes



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- Randal R.: Yes
- BJ T.: Yes
- What interests you most about serving on the Board?
 - BJ T.: Came that heard that help was needed and came to server. Likes the mission of the school and is offering to help in any way.
 - Randal R.: First love was education and working with the board of the school would be a treat and would jump to be involved and do whatever can do to help and make sure the school succeeded.
 - Kristina H.: Similar to others, and has to make some transitions and the school and kids have changed he life and wants to bring a firm connection between personal and professional life.
- Do you have any reservations about serving with the other Board Members?
 - BJ T.: No. Is curious about the history with the principal and previous board members. Is just trying to help things progress more smoothly.
 - Randal R.: No.
 - Kristina H.: No
- Do you see yourself as a strong potential board candidate?
 - BJ T.: Yes.
 - Randal R.: Yes
 - Kristina H.: Yes

5. Reports

5.1. Director's Report

- We have lost 42 students, and have gained about the same. We are constantly getting new tours and there are about 12 students that are lined up to enroll in January.
- There is a draft school report card that is being sent out to the families, and we are in the developing category on the report. We were marked critical on growth, since there is nothing to compare it to it is difficult. English Language learner progress has the same issue as there is nothing to compare it to. There are other things that are usually on the report, like the climate survey. The only way to go from here is up and the teachers are doing a phenomenal job and the teaching method and strategy is best in the world. As we get more proficient then the scores will continue to go up.
- There is fluctuation in attendance. August at 92% and then September a little lower than October and back up and november back to August. We range from 91% to 93%. A normal district is around 95%. All schools are low and there is flu and there were some issues with air quality in the beginning.
- The students are being active in Music, doing dancing and movement and gets the whole student involved. Spanish student is also doing well. Continuing to have a huge focus on reading. We practiced for the winter concert and was able to get a school picture in the gym.
- Santa Claus with cookies and milk. More than 200 showed up. The student council also did an activity at the same time selling candy grams as a fundraiser. Many families came



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- to get their pictures with Santa and that was another fundraiser for the PARENT Guild
- Winter Concert: Christmas around the world at the Timpview Auditorium. It went very well and was completed in just an hour.
- Passed out pictures of staff to board members
- Anonymous Donor provided a world class sound system and stage so that we can do performances in our own facilities.
- Pictures of bridges where the students learned about triangles.
- Future events: Out for ½ day on the 20th. Open house is Jan 8th. Dibels testing at the beginning of the year. Utah Ballet is coming to the school Jan 10th in the afternoon. Charter School Choice the week of the 20th.
- Recruiting: We are preparing a learning extravaganza to show people what it takes to educate the whole child. This is January 8th and is the beginning of the recruitment effort. Students will need to fill out the paperwork to re-enroll for 2019 and have it turned in by the 14th. Then that will let the school know how many positions are available for the lottery which starts 22nd. By March 1st we will let the parents know what we have available. Then the families will need to turn in forms by March 11th. On the 12th any additional spots will be selected.
- Busy bee toys company is going to do a photoshoot in January and will do a shoutout on social media. We also want to make sure that the local businesses and neighbors know where we are. We have sent christmas cards and will be visiting the companies to invite them to the open house.

5.2. Business Manager Budget Report

5.2.1. Financial Report

Went over revenue and expenses. Actual revenue and expenses are trending close. A proposed change to the budget will be presented at the next meeting because of having less students. We continue to get more grants and that is really helping. There is also a big e-rate reimbursement that was not received last year, but we have received now. We currently have 45 days cash on hand. We are in a healthy spot right now.

5.2.2. Check Register

Not Covered. But we are working on distributing 1099s etc for the end of the year. The fiscal year is July to June so not much other to do. The question was asked is do we need to find budget for things like robotics etc. The parent guild is handling the robotics. There are also places on the website to have other donations made. We need to make a list of materials in kind and needed as well. Receipts can be given for donations from the business office. Some budgets and item lists have been put together.

5.3. Gifted and Talented Report (Presented by Todd H. 2nd Grade Teacher)

Have been working on an accelerated learning program. The purpose is to make Treeside the premier choice in Utah County. In Provo for example is that they identify the child and then send all of them to all day instruction at one school. The problem is that Provo uses a "mini-SAT" and other districts use other programs and these leave out kids that are gifted in things other than language and math. We have an interesting population here. What we know from research is that these kids need to be continually challenged. There are parents that are looking for more for their children. The vision for Treeside would be by nomination. This



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would not just come from a test, but parents and teachers. After a nomination the teacher would use Renzulli Scales to get a complete picture of the child. The goal would be that about 10% of the student body would receive accelerated education. This would help to identify other factors like task oriented, creativity and leadership. The instruction would continue to focus on Head, Heart and Hands. The instruction would be tied to real world activities and produce a project, something that could be presented. We would also want to promote this like other programs.

Implementation is something that would take some time. The goal is to have a block of time every day by the start of the next school year, and to have a full time instructor next year that can plan lessons etc. Questions:

- Are we looking to do full time tract or partial time? It would function as a block of time and not all day.
- What would they miss out? The goal is that the coordination with teachers and make sure that objectives are met.
- Would any programs be available after school? We have robotics going, and we would want to look at enrichment programs.

6. Consent Agenda

6.1. Policy Review

6.1.1.R277-108. Board will provide written assurances as to policies and procedures outlined within this rule.

6.1.2.R277-417. Policy prohibiting LEAs and Third Party Providers from Offering Incentives or Reimbursements for Enrollment or Participation

6.1.3.R277-716. Policy outlining how students are qualified for English language support (Alternative Language Services for Utah Students)

6.1.4.53A-11-601, Update the inclusion allow the administration of an opiate antagonist.

6.1.5.53a-11-605. Policy outlining referrals and communication with school counselor or other mental health professional; training personnel about this statute; disciplinary action for violation of this statute.

6.2. Climate Survey

Ben J. found that Charter solutions does not have the data and that we need to go back and revisit the original proposals. We need to also determine what the format will be for the focus groups. We also need to get some examples of what the output would be so that it can be part of the discussion.

Robert L. motions to remove the Climate Survey from the consent agenda, Matt M. seconds and all in favor. Robert L. motions to approve the consent agenda, Matt M. seconds and all in favor.

7. Discussion Items

7.1. Meal Payment Procedure

The school nutrition director is doing best to follow the federal guidelines and has been working on a procedure. This will clarify to the students, parents and staff what their responsibilities.



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There are both students and staff that have a large balance. For teachers that after a two week grace period will be put into effect and then will be taken from their paycheck. With parents the school will do their best to collect and then will have to have a third party involved. The only thing that the school can retain for non-payment is official transcripts.

An alternate lunch plan is also being put into place. A super lunch account has been put in place with the money that is left over from other parents that have allowed it. There is also a minimal lunch program in place for students that students are not charged for if they cannot accrue debt.

8. Board Training

Going over the Board additional training. As the board we expect that the principal will hire good people and let him work. If there are issues that come up we want to make sure that we follow the proper procedures. In the role of administration there should be goals and objectives and the teachers should have the same, but that would be handled from the Principal level.

Implementation is done by the staff and the principal holds the staff responsible and the board holds the principal accountable. The board does this through the yearly interview process.

We also need to make sure that there are not legal issues in evaluating anything. We also want to make sure that we are making the right decisions. Remember in authority and accountability, teachers are in charge of their classrooms and the director and board has this as well. One of the key points is that we are to uphold the charter and make sure that this is pushed down to the director and he to the parents.

Who decided what? Present a lesson: Teachers, Teacher training: Director, Educational Approach at the school: Board, When open: Director (proposes, snow days) / Board (as approval), What bookcase to buy: Director, Knick-knacks on directors shelving: Directors, Whether or not to administer the SAGE test: Board.

9. Closed Session

At 7:26 a motion by Robert L. to discuss the character and competence of an individuals. All in favor by roll call.

At 8:41 the board meet was re-opened.

10. Action Items from Closed Session

Jennifer A. motions to approve all board candidates as presented, Robert L. seconds and all in favor. They will all be notified by April C.

11. Adjourn

Motion at 8:48 by Robert L. to close the meeting, Jennifer A. seconds and all in favor.