

Two Rivers Community School
Board of Directors Regular Meeting Minutes
23 September 2013

Mission Statement: We will support each student's continuing discovery and development of self and community by providing a learning environment that is relevant, active and project oriented. All aspects of the student's experience at Two Rivers Community School will enhance his/her natural learning power.

Members present: Jessica Gilway, Harrison Sterne, Lynnwood Brown, Ali Zick, Hannah Reeder, Shari Williamson, Kelly Snider, Bryan Martin, Ann-Marie Clark, Sallie Arnold, Paulette Marty, Zoe Detter (ASU student observer).

The September meeting was called to order by Lynnwood Brown at 6:10.

The mission statement was read by Lynnwood Brown.

Shari Williamson moved to approve the meeting's agenda. The motion was seconded by Paulette Marty and was passed by consent.

Conflict of Interest: none

Zoe Detter moved to approve the minutes of August 26, 2013. The motion was seconded by Harrison Sterne and passed by consent with two amendments.

Public Comments:

Rachel Wood presented a proposal for a Family Assistance Fund. (See attached letter).

PTO Report: Party in the Park was a big success. Approved selling water bottles for 8th graders. Need donations of calculators for the Algebra I class. Bulbs going on sale. Beer Fest revenue will be used for sun shade and benches on the playgrounds. Donations needed prior to Peace Feast for silent auction (on-line). Need new people to cook for Peace Feast. PTO directory coming out soon. \$400 to Jr. Great Books.

Director's Report:

- 1) Charter Renewal Process:
 - a) One of 20 Charter Schools up for renewal

- b) Site visit this spring will include interviews with representatives from three teams: 1) some BOD members and our administrator, 2) a cross section of staff (new and experienced), and 3) a cross section of parents.
 - c) Self-study due on December 6th: “How does school fulfill its mission?” Self-study team composed of Sallie Arnold, Joy Schlagal, Rachel Wood, Jessica Gilway and Ann-Marie Clark. Self-study will be presented at the November board meeting.
 - d) Compliance report due December 30th. Four areas: Title I, Title II, Child Nutrition, and Exceptional Children.
 - e) Fee is \$1000.00
 - f) In November of 2014, a team of four will travel to present a ten minute program on TRCS as a final report to the State Board of Education meeting. Tom Miller will report highlights in a 10-15 minute segment.
 - g) Will find out if we get charter renewed in March of 2015.
- 2) Enrollment Policy Update: Policy committee will meet and come back with recommendations in October.
- 3) Expeditionary Learning Plan 2013-2014
- a) Implementation review data- will improve on using measurement data to drive instruction
 - b) Amended EL contract to add new staff member; funding comes from staff development
 - c) All four new staff members are going to Denver for training
- 4) DPI Requirements for Charter Schools
- a) EDS Data Collection (new standards for financial assistance)
 - b) Power Schools Conversion Update – data management for students
 - c) NCEES Conversion Update – data for staff
 - d) New Background Check Policy
 - e) Drug testing Bus Drivers
 - f) Autism Support Team – Kelly will follow up with Sallie
 - g) Opting into Home Base (figuring this out)
- 5) Title One Policy & Compliance Update
- a) Renew approval of Parental Involvement Policy
 - b) Renew approval of Parent/Family/School agreement
- 6) Accountability Update
- a) No ratings this year-no “School of Excellence”, etc.
 - b) October 3rd expected date to have proficiency scores released
- 7) Enrollment Update:
- a) 2013-2014 update as of the 20th day

187 total students
K-21

- 1st-19 (no waiting list)
- 2- 22
- 3- 22
- 4- 22
- 5-21 (no waiting list)
- 6-16 (no waiting list)
- 7- 22
- 8-22 (no waiting list)

b) Proposed enrollment for the 2014-2015 school year – may increase by 40 students – may grow up to 20%

8) Code of Conduct Update

9) File Audits – immunizations & other requirements - grade by grade & written notification

10) MAPs testing update

11) Ali to participate in Outward Bound Leadership Training in October.

12) Student Success/Support Team process started this month

a) This team of staff members works to assist teachers in meeting the needs of students who need additional support in a variety of areas.

b) We have a “request for assistance” forms available to parents/teachers in the office

13) Upcoming Teacher Workdays

a) October 17th, and 18th

b) Focusing on EL and Technology based School Improvement Plan Goals

14) New staff undergoing training in

a) Brain Gym

b) Expeditionary Learning

c) Junior Great Books

15) Risk Pool application submitted for one student

a) one application was made for one-on-one services for a student in 1st grade

b) These requests will be considered and we will hear about these possible allocations in late October or November.

16) Other Grant Updates

17) All certified staff trained in the use of the online evaluation system (NCEES) as required by the state of North Carolina in order to be able to recommend teachers for licensure.

18) Beginning Teacher Support Program in place and monthly meetings occurring. Mentors assigned and trained. Teachers participating in the program are Austin Pack, Lindsay Carroll, and Melanie Ward.

19) Student Safety Patrol in place for 2013-2014 school year. A special thanks to the middle school students for stepping up into these new roles and to Ms. Cyndi for organizing this program.

Consent Agenda

- 1) **Approval of EL MOU Addendum** – amendment to contract with Expeditionary Learning to provide professional development to the four Two Rivers staff members. Original MOU was for 3 slots of professional development.

a. **Motion needed:** Approve the EL MOU for one additional professional development slot.

2) Approval of Grant Application

b. Motion needed: Approve the Grassroots grant applications for visiting artists programs completed by Kelly Snider and Rosa Powers

i. Motion needed: Approve the Grant Applications for both Grassroots Grants.

3) Safety Professional Development Contract Approval-

a) Motion needed: Approve the contract with the American Heart Association to provide First Aid/CPR training to the staff.

i. Motion needed: Approve the contract to provide services.

Paulette Marty moved to approve the consent agenda. Hannah Reeder seconded the motion and it was passed by consent.

Committee Reports

Human Resources: working on salary scale

Finance Committee: see attached

Motion to approve proposed \$500.00 budget transfer was made by Paulette Marty, seconded by Hannah Reeder and passed by consent.

PTO: see above

Leadership Committee: Still recruiting members for committees. Hoping to have them filled by October 4th.

School Improvement Committee: Create and monitor school improvement plan. This committee includes Austin Pack, Ms. Vickie, and Ms. Sandi. Needs a board representative.

Shari Williamson read Governance Policy 2. Ali Zick read Governance Policy 3.

Motion to recommit to these structures and executive limitations was made by Shari Williamson, seconded by Paulette Marty and was passed by consent.

Old Business: none

New Business:

Motion to approve Title I Parent Involvement Policy was made by Paulette Marty and seconded by Shari Williamson, and was passed by consent.

Motion to approve Parent/Student/Family Agreement was made by Shari Williamson and seconded by Paulette Marty, and was passed by consent.

Motion to accept the Family Assistance Fund Proposal by Rachel Wood was made by Paulette Marty and seconded by Shari Williamson, then passed by consent.

Board certifications regarding conflict of interest, confidentiality, and background were signed.

Report on Lab School- The Dean of the ASU Reich College of Education is looking into opening a Regional Lab school using a Placed-Based Curriculum. There has been a College Task Force assigned to look into various possibilities. Everything is in the early stages of research by a committee. Vachel Miller and Ann-Marie Clark met with the Dean. We gave him the materials that are used to recruit parents during Open House. We pointed out the similarities between Place-Based Education and Expeditionary Learning. His response was that he did not want to do anything to undermine public education. He is looking for a facility to use as a lab school for college of education students to gain field experiences.

Motion to adjourn was made by Bryan Martin and seconded by Paulette Marty and passed by consent.

Lynnwood Brown adjourned the meeting at 8:30.