



Parent Round Table

June 8, 2021

7pm

Location: **Virtual Meeting**

7 Norms of Collaborative Work:

- Pause
- Paraphrase
- Pose questions
- Put ideas on the table
- Provide data
- Pay attention to self and others
- Presume positive intention

2020-21 PRT Board Members:

- Open – President
- Sara Hereley, Vice President of Community Building (Acting President)
- Sarah Wood, Vice President of Fundraising
- Laura Meicher, Treasurer
- Jessica Retrum - Secretary

2020-21 PRT Officers:

- TBD

AGENDA

I. Reading of the PRT Mission/Vision

- A. **MISSION:** Supporting a strong CKCS community through fundraising and community events.
- B. **VISION:** The Verona Area Core Knowledge Charter School (CKCS) Parent Round Table (PRT) is a support organization promoting community among the students, parents and staff by: hosting events aimed at building community; coordinating fundraising efforts at the school/parent level to complement the district provided budget; and ensuring generated funds are being allocated appropriately based upon the best interests of the students and staff.

II. Introductions/rules of participation

- A. **Attendance:** Sara Hereley, Sarah Wood, Laura Meicher, Jessica Rectrum, Laura Grady, Roshni Kharoliwalla, and Shauna Crowther

III. Dates, Announcements, Brief Items

- A. Approval of March, April, May 2021 PRT Meeting Minutes
 1. Sara H motioned to approve May and email out March and April minutes for approval.
 2. Wood seconded, Motion passed
 3. [Jess to email out March and April minutes and approval via email.](#)
- B. GC Update
 1. Meeting is next week. No updates
 2. Joleen is transitioning out of President.
- C. PASS Update
 1. Working thru knowledge-a-thon process
- D. CKCS School Update and Director's Report
 1. No update
- E. Next PRT Meeting – Closed Budget Meeting July TBD
 1. [Laura will send a follow up email to see what works for people or in person vs virtual.](#)

IV. Board Topics

- A. Parent/Guardian/Staff Input
- B. Budget Updates – Laura
 1. Teacher appreciation payments sent out.
- C. Fundraising Updates
 1. Restaurant Nights Update – All
 - a) Waiting on Icki Sticki check- Jess to follow up on check. Check got mailed out the other day. [Jess will get the tax letter to them.](#)
 - b) Signs by Caitlin check to deposited
 - c) Upcoming -6/15- Monks and 6/30- Hop Haus with email going out 6/9 to families about June events
 - d) Culvers- move to Fall
 2. Spring Merchandise Sale – Sarah W
 - a) Merchandise check of \$40 to be deposited
 - b) Amy Martin will plan again for the fall
 3. Knowledge-a-Thon Update (w/PASS) – Sara H

- a) Next year will be the first year of this event. Sarah H and Sara W to sit on board. PRT will need to monitor in case of any gaps, PRT will need to be able to bridge the gap. Scheduled for May, hoping to have a date by the start of the school year to begin communication of events.
 - 4. School Supply Kits – Sarah W
 - a) email blast and facebook posting to remind people of purchasing. Signs are in the drop off line. To date the last update we sold 51 kits. Goal is to beat last year’s number of 83 kits. Incoming families are receiving this message too, confirmed for K-7. Drop off dates of kits are 8/16-8/17 at CKCS.
 - 5. Book Fairs – Sarah W
 - a) We are in need of a new coordinator. Dates are confirmed with Rick. Fall: October 25-29th, March 7th-11th. Lisa from BRMS will take care of Middle School Fairs for next year.
- D. Community Building Updates
 - 1. Teacher Appreciation – Sara H
 - a) Teacher Appreciation – Sara H - Everything has been purchased since our last meeting. Lesson learned was to closely coordinate with BRMS teachers.
 - b) Year End Appreciation has been purchased and distributed via mailbox to staff: teacher, janitor, lunch room, etc. 5 truffle box from Driftless Chocolates and thank you cards from the teacher support committee. Exhausted their full amount of budget. Brandy plans to do fall messaging to build up some of her own budget to support teacher gifts so that it does not all come from PRT fundraising.
 - c) Next year the committee will support staff for classroom parties and staff appreciation
 - (1) [Laura to follow up with Brandi on beginning of the year luncheon and staff breakfast in the fall.](#)
- E. 2021-22 School Year
 - 1. Events Calendar and Coordinators Review
 - a) Kindergarten Play Date - needs someone to clear even with Rick and make sure we can host something like a playground picnic playdate. Ensure covid restrictions, if any, are followed.
 - b) PRT Luncheon CKCS Staff - date is fluid, placed based on previous years and it has been a similar date. Gap between event and start of school year.
 - c) Restaurant night - TBD
 - d) Adult Social - 2 years ago in September as an opportunity to meet other families at the school. Would need a coordinator and a new location.
 - e) Staff appreciation - work with Brandy to coordinate
 - f) Friday with Family events - needs to confirm with Rick to see if that is something we will do in 21-22 or put on

pause. These were replacements for Donuts with Dad and Muffins with Mom. Opportunity for all family members to participate.

- g) Adult Trivia Night - in need of co-host for event.
- h) Book Swap - need to locate books
- i) Feb community event - movie, board game or any creative event. Social gathering for students, siblings, and friends.
- j) Learner Fair - 3/11
- k) International Night - plan to have for 2022, need to work with Rick and Nicole for best timing for this event
- l) Charter school- student council schedules dress up dates.
- m) K-5 Mileage Club - walking event - do we need this event or not? Finding a coordinator would be needed. Service learning project by a grade? 4th grade handled punch cards in the previous year.
- n) Bogo book fair/summer book event - will we want to continue with this event? If so, a coordinator will be needed.
- o) New board to confirm events
- p) Coordinators needed
 - (1) Adult Socials/Trivia Night
-co-coordinator
 - (2) Book Swap
 - (3) Restaurant Night
 - (4) Book Fair
 - (5) School supplies kits
 - (6) Field Days
 - (7) Mileage Club

2. New board members

- a) President- Laura Meicher nominated by Sara Hereley. Second by Sarah Wood. Motion passed.
- b) VP Fundraiser- Roshni Kharoliwalla nominated by Sara Hereley. Second by Jessica. Motion passed
- c) VP Community Building will remain Sarah Wood.
- d) Treasurer - Open position
- e) Secretary -Open, pending final decision
- f) Recruitment strategies for open positions
 - (1) Elections for GC and PASS open until 6/17. Laura to reach to to boards with results.
 - (2) Board to decide on next school year and then reach out parents in July/ August with needed positions.
 - (3) If the new board wants to finalize the event calendar and then answer questions around, do these events continue to happen or are the events on pause, go away, or become service projects for grades.
 - (4) Coordinator roles:
 - (a) New Student Welcome - tours, K welcome

- playdate, and organize “buddys” for new students
- (b) Family Nights - to work with Latisha for space reserved, confirm date/time with Rick, work with budget to get DJ, etc.
- (c) Game Night: board games, bingo cards and dobbers, needs date and volunteers. Framework is in place.
- (d) Movie Night: Heather Haver had expressed interest in driving movie nights. Would need to confirm her 2021-2022 event coordination.
- (e) Book Swap - take a pause or see about service learning opportunities for grade.
- (5) Fundraising:
 - (a) Restaurant Night: coordinate, follow up with checks, tax letters
 - (b) School Merchandise - Amy Martin said she will try again in the fall
 - (c) School supply kit coordinator - open
- (6) Middle School Events:
 - (a) Scholastic Book Fair - Lisa Miller, would like to give support
 - (b) Field Day - is this an opportunity for 8th grade SLP?
- (7) Learner Fair - Stapleton’s coordinate, teachers set assignment and degree of participation (mandatory or elective), date is set by school

F. Any other business

V. Adjourn- Motion to adjourn by Laura. Second by Wood. Motion passes.