



Governing Council

17 DECEMBER 2020
6:00pm

Approved 1/13/2021

Location: Zoom call, due to COVID-19 quarantine

7 Norms of Collaborative Work:

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

Dialogue: Council discussion, gathering of ideas, exploration, and FYI

Discuss: Council discussion & vote

GC Board Members:

- Rick Kisting, Director
- Nicole Boedeker, Teacher Rep
- Joleen Rau, President
- Erin Marriott, Vice President
- Melissa Moser, Secretary
- Abbey Weiss, Treasurer
- Jenny Hammes, Parent Rep
- Lauren McQuiston, Community Rep
- Jorja Gander, Community Rep

AGENDA

I. Reading of the CKCS Mission Statement

- A. CKCS is a public school option for parents, students and teachers in the Verona Area School District where students develop strong learning skills and a broad base of knowledge through the use of proven educational materials and programs in a safe and structured environment. [Read by Erin Marriott](#)

II. Audience recognition & reminder

III. Dates, announcements and brief agenda items

- A. Next GC meeting: Jan 13
- B. Parking lot items
- C. Discuss previous minutes - Nov - [Approved](#)
- D. Dialogue PRT update (Sara)
- E. Dialogue PASS update (Jennifer)

IV. Director's Report (Rick)

[Former CKCS Principal Bob McNallie sadly passed away this week](#)

[Enrollment request was submitted to district on December 11, 2020](#)

Second Semester Reopening Plan

Option 1: In-person and Concurrent Virtual Instruction

- Students attend in-person 2 full days/week
- Students learn from home 3 days/week. Monday will be asynchronous and related arts will be encompassed into the Tuesday-Friday school days.
- For the most part, students will stay with their current teachers (minimal shifting possible)
- Priority is to keep families across all grade levels together on the same days
- Start times will likely be roughly 8:30a-3:30p - a letter (email) will be sent to CKCS families once this has been finalized with the school district.
- CKCS needs all surveys returned before assigning students/families to days they'll be attending in-person
- CKCS Small groupings -
 - Different grade level groupings pose a challenge. Zoom may be a solution to allow for these small groupings
 - Strategic on not mixing grade levels to reduce the mixing of students
 - Each grade at CKCS can be treated as a mini-cohort - some grouping between classes may be possible
- Students learning from home will participate and be included in the classroom learning

- May be altering drop-off location for elementary students so bus students and car drop-off students enter CKCS through separate doors
- Parent volunteers in the classroom will be determined by the district and is still unlikely in order to keep the number of individuals in the classroom as limited as possible

Option 2: Virtual learning only (18% of students chose this option)

- Students who chose Virtual Learning for first semester will now have the option to rejoin CKCS in-person or virtually (rather than attending virtually at Country View)

Equity Work - meeting weekly with a planning group for CKCS and have been meeting with staff. Recently discussed making connections with all students in a virtual setting.

CKCS PD Day - February 18

Mr. Kisting recommends the cancellation of this year's February professional development day to allow for an instructional time with students. Teachers can do PD on asynchronous Mondays. This day would then be a typical synchronous school day.

Joleen motioned to have a regular school day on February 18 and cancel February's CKCS professional development day for this 2020-2021 school year. Erin seconded the motion. Unanimously passed.

Budget

Budget Committee met and reviewed current FTE and discussed future FTE needs

Enrollment

Current enrollment is at 417 students.

Upcoming Dates

Enrollment window for 2021-2022 School Year - January 12 - February 15, 2021

Referendum Updates

Interior signage added in some areas. Still working on sound panels to improve acoustics in the elementary cafeteria. High Ropes Course and climbing wall to be installed in Middle School gym.

V. Board topics

- A. Dialogue: Family Handbook (Jenny)
New section "Dual households" - review this new section for accuracy of process

Remove "Lunch and Playground Schedule" section

Rework the planned absences section

Remove "Insurance" section

Remove "Severe Weather" section

Jenny will be sending a clean copy of the Family Handbook via email to GC members. Review prior to January's GC meeting and send any final suggested edits to Jenny promptly. GC will be voting on the handbook at January's meeting.

B. Dialogue: GC Committees (Joleen)

Communicate to the Governing Council President any Committee meetings to ensure meeting review/update is added to future GC agendas

C. Dialogue: Outreach Committee Update (Lauren, Jorja)

Met on Monday, November 30. The tentative kick-off for the Kindergarten recruitment season will be January 12. Working to organize footage (and film new footage) to show to prospective families. Organizing virtual tours this year, due to the COVID pandemic (no in-person tours/Q&A sessions will take place this year). Flyer created to post around the area to advertise CKCS enrollment. Parents can sign-up for virtual tours by contacting the CKCS office. Postcards will be mailed to all incoming Kindergarten students around January 12 (Kindergarten recruitment kickoff). Nicole is helping put together a narrated powerpoint of Direct Instruction to send to prospective families. Second powerpoint of a virtual school building tour is also being created.

D. Dialogue: Budget Committee Update (Rick, Abbey)

See above under the director's report.

E. Dialogue: Parent eNewsletter – January 2021 (Joleen)

Include Outreach opportunity - invite families to share word of mouth with other families about CKCS

F. Dialogue: Governing Board Member definition & contract compliance

Section 11 of the Contract has specific language regarding governing board members and preference that may be given to their students regarding enrollment. This language is taken directly from DPI. Who are "Governing Board Members"? There are three leadership groups at CKCS - currently, PRT is not identified as a governing board in the contract. PASS and Governing Council members are elected by the parent body. PRT leadership is not elected by the parent body. PASS would like to update the definition of our governing boards to include all three parent leadership groups at CKCS (PASS, GC & PRT).

Joleen will be emailing the PASS proposed definition of "governing board member" prior to the next GC meeting. PASS will be voting on this updated definition

at their January meeting.

Process to recommend governing board member preference for student enrollment to be discussed at January's Governing Council meeting to be added to GC Bylaws. Joleen will send the definition of the governing board member, a proposed process for enrollment preference recommendation and a proposed form for requesting this enrollment preference recommendation. GC should review these and be prepared for January's meeting to discuss and potentially vote on adding this process to our bylaws.

VI. Future agenda and/or parking lot items

- A. Website Review
- B. CKCS Social Media Oversight
- C. CKCS Strategic Plan
- D. Management Plan & Working Agreement

VII. Adjourn

Nicole motioned to adjourn. Erin seconded. Unanimously passed.