

**CKCS GOVERNING COUNCIL**  
**FINAL Minutes (approved 3.20.17)**  
Monday, 2/14/17 - Boys and Girls Club Allied Drive  
Minutes: Nicole Boedeker

**I. READING OF THE MISSION STATEMENT**

CKCS is a public education 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.

**II. AUDIENCE**

**GC:** Annita Wozniak, Laura Richardson, Rick Kisting, Tamara Gunwall, Charles Gleason, Shunta Lewis

**Audience:** Linda Hmielewski, Nicole Boedeker, Kelley Arneson

**III. ANNOUNCEMENTS AND BRIEF AGENDA ITEMS**

- A. Calendar/Contact Update and future meeting dates:  
Next GC Meeting: March 13 at 6:45-8pm, BOYS and GIRLS Club
- B. "Parking lot" for items not on the agenda
  - Approve last meeting's minutes by vote.
  - Bring questions to next GC meeting regarding possible grading changes (habits of learning versus academic grades).
  - Curriculum committee updates.
  - Discuss open enrollment option.
- C. Update from PRT-  
Eight additional players needed for Trivia Night
- D. Update from PASS- (Linda)  
Updated bylaws; almost done with parameters for endowment; golf outing, Trivia Run and website
- E. Review and approval of previous meeting's minutes- Sara - all site councils sending minutes to district

**IV. BOARD ISSUES**

- A. Director's Report (Rick)- 10-15 mins-  
**Grading and Assessment Committee**
  - Looked at habits of learning versus academic grades to improve clarity with grading.
  - Our grading scale is different from (more difficult than) BRMS. This complicates grading for Encore classes, where teachers have students from both CKCS and BRMS.
  - Discussed grading on a 4.0 scale.  
**School Goal Update**
  - Learners--
  - Use of classroom circles and/or morning meetings.
  - Next steps for PBIS to improve our Tier 2 program for students who continue struggle despite Tier 1 efforts.
  - Moving from "ribbon tree" to "links to success."

--Education and Teaching --

- Review of PALS and MAP data. Individual teacher goals are based on data, through Educator Effectiveness.

- Math and Reading Implementation Teams are looking at how we can programmatically support struggling students and all students.

--Learning Environment--

- Office referrals overall have been reduced by 41% from this time last year.

Referrals are matching the demographics of our school.

- Ongoing discussion of vulnerable decision points among staff.

- Buddy classrooms and Nurtured Heart Approach are two tools being used to change behaviors and office referrals.

1. Operating Status Report

2. Operating budget

3. Enrollment update- K and Open Enrollment letter; Parent Chair idea

Letter from Dean Gorrell, in response to 2017-2018 Enrollment Request, was read.

4. Hiring committee update

5. Upcoming dates: Future meetings will be held at Boys and Girls Club through May 2017

6. Board meeting briefs- referendum language, note: leadership vs parent stance

B. Curriculum review committee and subject rotation schedule- (Tamara)

C. 2x2 updated for review (Linda)

D. PRT election planning- assess openings if any

E. Calendar- no changes 2017/18

F. Goals - progress update (admin and gc goals)

G. Assessment committee work (Rick)

#### V. LIAISON & COMMITTEE REPORTS

A. Committees updates as needed: Executive, Outreach, Budget, Hiring, Ad Hoc, Curriculum

B. K-8 teacher representative updates (Tamara)

VI. **OLD BUSINESS-** website, future facilities needs, parent handbook updates due July 2017, Bylaws review completed - written recommendations, digital communication update, revision of calendar and committee schedules

VII. **NEW BUSINESS-** budget committee formation

VIII. **ITEMS FOR FUTURE AGENDAS-** Committee work on CKCS Interpretation of Personalized Learning, Ad Hoc Committee work, Calendar for PD

#### IX. ADJOURN

**CKCS Future Facilities Committee Statement / 20 year vision**

**CKCS desires to offer the only 4K-8 Core Knowledge program including:**

1. **Expansion of both enrollment and building space**
2. **Sole occupancy in district building to allow for maximum program implementation, staffing efficiencies and fiscal management**
3. **Complementary innovative content**
4. **Current relevant technology and**
5. **School-wide World Language instruction**

**2015- Reviewed by Governing Council in Sept and October. GC must vote to approve language.**

Ad Hoc Committee formation --- 20 year committees will focus first on communication of statement and how it fits with district referendum.

Secondary ad hoc committees focus will be determined by group consensus.

NEXT steps:

Review and revise wording into final form- see online resource Nicole B.

finalizing wording to be followed over 2016-17

getting input from parents/staff,

revision by committee which includes input

approval of 20 year vision by GC board,

addition to 2x2 and other formal paperwork

**For Reference: Goals from Governing Council (2) and Admin/Staff (3)  
Must be presented in September and Approved in October annually by the GC**

History: in 2017 GC and Director approved a process change to increase engagement in goals creation and add continued progress checks. All goals and progress updates are presented to GC for approval.

As in the past, Director and CC and staff create the (3) administrative related goals and GC/Exec Committee creates the (2) Marketing and Finance goals under the Objectives of the STRATEGIC plan. In addition, all goals are presented annually to the VASB when the results are presented in the summer after the academic year closes. This timing coincides with a review of test scores from MAP and other assessments. Director updates Strategic Plan document and uploads to website as needed.

1. (MARKETING)-

Leadership teams will communicate with parents by using CKCS email on 5 specific current CKCS related topics to increase awareness and engagement in our parent led school.

TOPICS: What is a charter? "My Story" series of success/celebration x 2. Future Facilities Update. Ease of serving on a leadership team.

2. (FINANCE/DEVELOPMENT)- Raise 10K to add to current 5K donation for CKCS event and outreach website creation by end of the 2016-17 academic year.

Raise a minimum of 10K through planned fundraising activities by the end of the 2016-17 academic year to go towards the endowment.

2017 Executive Committee goals: complete a review of the bylaws and determine where we need to make changes in current process (if any). Complete a review and re-design of the Family Handbook (aka CKCS policy and procedures). Note: may include creation of a quick reference guide for families.

Complete a review of current on-site club options and expansion as needed.