



CKCS GOVERNING COUNCIL

FINAL Minutes (approved 5.8.17)

Monday, 4/10/17 - Verona High School K-Wing LMC

Minutes: 6:49pm-8:07pm

I. **READING OF THE MISSION STATEMENT** (Read by Sara Zimmerman)

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:** Sara Zimmerman, Annita Wozniak, Shunta Lewis, Charles Gleason, Erin Marriott, Rick Kisting, Tamara Gunwall; Laura Richardson **Audience:** Stephanie Rawlins, Krista Rehm

III. **ANNOUNCEMENTS AND BRIEF AGENDA ITEMS**

A. **Calendar/Contact Update and future meeting dates:**

Next GC Meeting: May 8 at 6:45pm at VAHS K-wing

“Parking lot” for items not on the agenda

None

B. **Update from PRT- elections- 4/19 7pm Draft House Recruitment- Chair of Outreach needed**

No GC openings for 2017-2018

We will need a chair for outreach committee

C. **Update from PASS- (Linda) GC member(s) to attend 5/16 MCF dinner 5:30 Monona Terrace-**

Linda's on vacation; MCF Foundation dinner table has been filled

D. **Review and approval of previous meeting's minutes- Sara -December and March approval**

December 2016 minutes: Motion to approve by Charles, second by Rick (motion passed unanimously); March 2017 minutes: Motion to approve by Tamara, second by Laura (motion passed unanimously).

IV. **BOARD ISSUES**

A. **Budget Committee and expenditure highlights with budget education (FTE/Operating) as needed (Annita, Laura, Rick)**

Budget Committee is waiting on FTE numbers from district and then will finish budget

B. **Charter Schools Month- series of articles sharing school stories**

Plans include daily dress up days; Students vs Teachers volleyball game; looking for volunteers to share their charter school experience

Action Item: All members of GC to share a short charter school story and email to Annita by Monday, April 24.

C. **Other- handbook feedback? (Erin, Rick)**

Erin has notes completed; Chris Kiefert and Erin will plan to work on it together to complete; Erin will route to Rick when complete for review.

Action Item: Rick to email completed Parent Handbook to VASB.

Action Item: GC to review Kindergarten Screening and provide feedback to Rick by April 21.



- D. **CKCS history and learning opportunity (Sara) GC 101, potluck**
Action Item: Date TBD, Annita will be emailing with details.
- E. **Summary of Futura discussion (Sara)**
Action Item: Sara to compile Futura survey results and share with GC; Sara to share additional feedback from GC meeting with Futura.
- F. **Planning ahead for K screening, orientation days, 6th grade orientation (Rick)**
Dates for Kindergarten screenings are 4/24 and 5/8 at 745-945a (Erin to represent GC on 4/24 and Annita on 5/8); 5/18 at 630-8p is Welcome Night for all middle school families at CKCS (Annita to represent GC).
- G. **Presentation at International night on 4/21 (promote election options, speak about ease of leadership shadowing options- Sara)**
Sara and Shunta to represent GC.
- H. **AS IS (pre-modification) discussion of K-wing and HS in general as long as we are meeting there anyway!**
- I. **Security on CKCS email account- update (Laura, Linda)**
No security concerns at this point; CKCS to keep current password; Annita and Linda to change their personal passwords.
- J. **Schedule Spring alignment meeting for May (Annita)**
To be tabled until May 2017 meeting.
- K. **Director's Report (Rick)- 10-15 mins- See attached report from Rick Kisting for #'s 1-3**
 - 1. **Operating Status Report**
 - 2. **Operating budget**
 - 3. **Enrollment update**
 - 4. **Upcoming dates**
 - 4/11: Middle school assembly: Alex Sheen "Because I Said I Would"
 - 4/12: K-5 assembly: Author Kay MckY "Motivating Students to Write"
 - 4/19: PRT Open House (Gray's Tied House 7p)
 - 4/21: International Night
 - 4/24: Kindergarten Orientation 745-945a
 - 5/8: Kindergarten Orientation 745-945a
 - 5/16: Madison Community Foundation 75th Celebration at Monona Terrace
 - 5/18: Incoming 6th grade families Welcome Night
 - 5. **Board meeting briefs- referendum, planning group**

V. LIAISON & COMMITTEE REPORTS

- A. Committees updates as needed: Executive, Outreach, Budget, Hiring, Ad Hocs, Curriculum
Tabled.
- B. K-8 teacher representative updates (Tamara)
Tabled

VI. **OLD BUSINESS- website, future facilities needs, personalized learning info route to parents, curriculum review, curriculum review committee - Tabled**

VII. **NEW BUSINESS- Tabled**



VIII. **ITEMS FOR FUTURE AGENDAS- Committee work on CKCS Interpretation of Personalized Learning, Ad Hoc Committee work on 20 yr vision, Ad hoc - [Tabled](#)**

IX. **ADJOURN**

[Motion to adjourn Charles, ; second Joleen; unanimously approved.](#)

CKCS Future Facilities Committee Statement / 20 year vision

CKCS desires to offer the only 4K-8 CoreKnowledge 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.

GENERAL process--- Get the 20 year vision wording in front of parents, finalized and approved by GC.

NOTE: GC will focus first on communication of statement to parents and how it fits with district referendum. Second, prioritize and define the scope of each key point (likely one at a time) then assign/create sub- committees to advance the vision.

NEXT steps:

1. NOW- Reconvene ad hoc committee comprised of 50% of members who were part of original brainstorm.
2. Complete by May 2017- Increase Parent Awareness of the 20 year vision timed with the referendum and collect feedback, test wording, etc.
3. Complete by June 2017- Another opportunity for staff input (MS staff have generously supplied detail, concerns, and solutions)
4. Complete by end of 2016-17 academic year (i.e. July 1 of 2017)- Ad hoc committee comprised of at least 50% of members from the original brainstorming meeting for the CKCS Future Facilities Committee compiles input, reviews and revises wording into final form- *see online resource Nicole B.* and makes recommendation of wording for approval by GC.
5. Complete by July 2017- Addition of 20 year vision to 2x2, website, etc.
6. Complete by August- 2017- priorities for implementations are identified by GC/PASS. All areas will NOT be addressed simultaneously. Ad hoc committee(s) are then formed to investigate, plan and coordinate priority segments.

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? (Charter week in May) "My Story" series of success/celebration x 2 (unk)
Future Facilities Update. (x) Ease of serving on a leadership team.(After Spring Break)

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.

Outreach Committee Expansion Plan- chair/co-chair- year round position

Outreach committee will develop year round promotion message content and elevator speech/Talk to Two guide about "How does CKCS work for Your Family?" and lead the enrollment outreach.

Personal invites to **Kimberly Zak, Carolina Mora-Deyes, Liz Slager, Kim Hall(c?) recent 4K attendees, Sarika Ghandi, Parent reps? Joleen and Erin and Charles?**