



## CKCS GOVERNING COUNCIL

### FINAL Minutes (approved 7.10.17)

Monday, 5/8/17 - Verona High School K-Wing LMC

Minutes: 6:51pm-8:02pm

#### I. READING OF THE MISSION STATEMENT (Read by Laura Richardson)

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, Rick Kisting, Joleen Rau, Laura Richardson, Shunta Lewis, Tamara Gunwall; Audience: Elly Patton, Jillian Bauer, Sarah Lederer, Cathy Childers, Linda Himelewski.

#### III. ANNOUNCEMENTS AND BRIEF AGENDA ITEMS

- A. **Calendar/Contact Update and future meeting dates:**  
Next GC Meeting: 6/12/17 6pm in Step Room at CKCS (potluck meeting)  
--Action Item: Tamara to coordinate potluck and reserve Step Room.
- B. **Update from PRT (Sara Lederer) - Activities are going well; Trivia Run rescheduled to the fall; mileage club starting soon; Orange Leaf restaurant night coming up later in May; PRT reports selling concessions at Badger football games has been a great addition to fundraising.**
- C. **Update from PASS - (Linda) GC member(s) to attend 5/16 MCF dinner PASS meets next 5/10/17; MCF dinner is full.**
- D. **Review and approval of previous meeting's minutes- Sara Motion to approve: second, Laura; Joleen (motion passed unanimously).**

#### III. BOARD ISSUES

- A. **Budget Committee and expenditure highlights with budget education (FTE/Operating) as needed (Laura, Rick):**  
--Committee voted to maintain the same positions for the 2017-2018 school year.  
--Motion to approve Budget Committee's above recommendation: Shunta; second: Rick; motion passed unanimously.  
--See attached Budget Committee Meeting notes from 4/25/17.
- B. **Charter Schools Month- series of articles**  
--Annita is in need of some additional stories from GC members.  
--Action item: GC members that haven't sent stories need to send them to Annita ASAP.
- C. **Schedule leadership training potluck and transition meeting**  
--6/12/17 6p in Step Room at CKCS
- D. **Presentation at International night? (promote election options, speak about ease of leadership shadowing options)**  
--GC prioritizes all opportunities to speak about GC in front of our parents.
- E. **Schedule Spring Leadership team alignment meeting (Annita)**  
--TBD by Rick and Annita outside of GC meeting
- F. **Director's Report (Rick)- 10-15 mins- see attached Director's Report**
  - 1. Operating Status Report
  - 2. Operating budget



3. Enrollment update
4. Upcoming dates
5. Board meeting briefs & charter in the news

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- future facilities needs, personalized learning info route to parents, curriculum review schedule - Tabled

VII. NEW BUSINESS- none

VIII. ITEMS FOR FUTURE AGENDAS- Committee work on CKCS Interpretation of Personalized Learning, Ad Hoc Committee work on 20 yr vision, Ad Hoc Outreach PR committee - tabled

IX. ADJOURN

Motion to adjourn: Shunta; second by Laura; motion passed unanimously.

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

Members: Kristin

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.*

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?**