



## CKCS GOVERNING COUNCIL

### FINAL Minutes (approved 10/9/17)

Monday, 9/11/17 - Boys and Girls Club (Jenewein Road)

Minutes: 6:30-8p

#### I. READING OF THE MISSION STATEMENT (read by Joleen Rau)

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, Sara Zimmerman, Erin Marriott, Tamara Gunwall, Linda Hmielewski, Joleen Rau, Rick Kisting, Shunta Lewis - Audience: Krista Rehn

#### III. ANNOUNCEMENTS AND BRIEF AGENDA ITEMS

- A. **Calendar/Contact Update and future meeting dates:**  
Next Meeting: 10/9/2017 6:30pm -8:30pm Verona Public Library
- B. **Update from PRT-** Discussed how to better welcome new families to CKCS. Agreed to pursue future Outreach Committee to help with this. Fall Trivia Run is being postponed and potentially moved to a 5K option down the road.
- C. **Update from PASS- (Linda)** Golf Outing 8/19 raised \$5042 which is very good for a first outing.
- D. **Review and approval of previous meeting's minutes- (Sara)** Motion to approve: Laura; Second: Joleen (passed unanimously)

#### III. BOARD ISSUES

- A. **Handbook update (Erin), Progress Update for CKCS Website (Charles) - Erin:** Updated handbook is on the website with some sections under construction. Feedback on snack policy: all feedback from teachers has been all positive with plenty of parents offering to bring snacks. A couple of parents with concerns over wanting healthier options like fresh fruit/veggies/protein. Rick is looking into what options we might be able to use via Food Services. Will talk more at our next meeting about alternative options.
- B. **2x2 Elevator Speech, materials for tours/enrollment (Joleen, Linda, Sara):** Linda/Joleen is working on updating/editing current version of 2x2.
- C. **Dates of Future Facilities dialogues with parents; Timeline (Rick):** 10/11/17 6-8p is the next dialogue meeting for parents to provide feedback on future facilities. Rick suggests PASS be the voice for future facilities discussions with the district. VASD requires feedback by Dec/Jan.



- D. **Middle School study highlights (Rick):** [Rick reviewed highlights and answered questions.](#)
- E. **VOTE: Approve goals for Marketing and Finance 2017/18-** [Motion to approve: Tamara; Second: Laura \(passed unanimously\)](#) ; **Dialogue on (3) academic goals (Rick), update Strategic Plan (Rick) add to website (Charles):**
- F. **VOTE: approve Management Plan; Annual Working Agreement tabled (Rick) -** [Tabled.](#)
- G. **Co-Pres/Shadow needs (Annita) -** [Tabled](#)
- H. **Curriculum review rotation- (Tamara) -** [Tabled.](#)
- I. **Budget Committee starts Quarterly meetings (Laura)(co-chair TBD) -** [Next meeting 10/17.](#)
- J. **Job Descriptions- Outreach Committee Chair(s) (Rick) -** [Tabled.](#)
- K. **Niche.com -** [Annita recommended we rate our school online.](#)
  
- L. **Director's Report (Rick)- 10-15 mins- Tabled.**
  - 1. **Operating Status Report -**
  - 2. **Operating budget**
  - 3. **Enrollment update- Outreach Chair(s):** [Currently at 415 \(max 425\).](#)
  - 4. **Upcoming dates -**
  - 5. **Board meeting briefs & charters 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, Hiring process updates, Annual Working Agreement
  
- VII. **NEW BUSINESS-**
  
- VIII. **ITEMS FOR FUTURE AGENDAS-**
  
- IX. **ADJOURN:** [Motion to adjourn: Tamara ; second: Shuntae \(unanimously approved\).](#)

### **June 2017 Meeting Minutes**

*"GC met after the annual leadership potluck presentation to discuss the verbiage of the proposed 20 year Plan. Attendees submitted numerous wording suggestions, typos for repair and ask questions about clarify and priorities. After feedback was collected by Annita we all agreed to allow formal editing by GC Member Joleen Rau after which the entire document would be routed for e-vote.*

*Other topics on the agenda included a summary of end of school traditions- noting Tamara Gunwall took up the bubble wand formerly held by her predecessor Chris Uelmen to give a*



*proper bubble send off to our K-8 students. Graduation ceremony highlights were shared including a new tradition to show CKCS students a Parade of Graduates who high-fived and inspired all while walking down the elementary and middle school halls.*

*Awards Breakfast highlights were shared and a summary of the summer academic efforts offered to a small percentage of students to reduce loss of academic knowledge or to address learning needs unmet during the school year. Summer office hours were shared. Hiring Committee discussed upcoming openings and interview schedules to fill fall openings. - Meeting was adjourned at 8:15 pm. "*

## **CKCS Future Facilities Committee Statement / 20 year Plan Approved by GC Board July 2017**

### **Core Knowledge Charter School (CKCS) 20-Year Plan**

**(Listed in priority order)**

**1 - Per the original CKCS mission and vision, CKCS will continue to operate in district building space to allow for maximum K-8 program implementation. This includes:**

**A traditional and contemporary education program across all grades with the Core Knowledge Sequence and complementary innovative content, and Direct Instruction for grades K-5.**

**A consistent class schedule and Direct Instruction trained staff to offer the K-5 reading and math classes in the morning with the ability to determine the lunch and recess time. Responsible fiscal management through internal and shared services to meet increasing district enrollment demand, support growth of the program, and maintain program integrity.**

**2 - CKCS will offer innovative content across all grades including but not limited to the Core Knowledge Sequence, world language experience, service learning programs, art, music, and physical education.**

**3 - CKCS desires to add 4K instruction to its existing K-8 program. A traditional and contemporary education program across all grades with the Core Knowledge Sequence and complementary innovative content, and Direct Instruction for grades K-5.**

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### **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.

#### ***Recommended 2017/2018 GC goals: vote to approve in September, 2017:***

##### **1. (MARKETING)-**

Fill a year-round Outreach Committee Chair/Co-chair position to assist Director with enrollment outreach, PR, tours, updating the 2x2 (including MS features) and creating an elevator speech about the What and the How for a school with a parent engagement culture. (Tap: **Kimberly Zak, Carolina Mora-Deyes, Liz Slager, Kim Hall(c?) recent 4K attendees, Sarika Ghandi, Joleen co-chair ? Sara helping with speech) Rlck- new family idea. 2018-Mara Helmke Coleen will do tours as needed.**

**2. (FINANCE/DEVELOPMENT)-** Fill a co-chair for Treasurer to assist with the Budget committee processes and prepare for future documentation needs for revenue streams via PASS Endowment