

# VERONA AREA CORE KNOWLEDGE CHARTER SCHOOL

Parent Round Table (PRT)

April 9, 2018

6:00 p.m. CKCS Library

6:02 p.m. meeting called to order

## Mission Statement

The Core Knowledge Charter School Parent Round Table is a support organization for the parents, students and staff. The mission of the CKCS PRT is to inform parents of topics regarding CKCS, and to help the CKCS Governing Board in their decision-making process by discussing pertinent topics. All CKCS parents are invited to suggest topics for and are encouraged to attend monthly meetings.

## Agenda

1. Attendance/Introductions – Liz Slager (co-president), Suzy Schleeper (co-president), Dana Schwartz (vice president), Chris Kiefert (secretary), Mayank Verma (treasurer), Sara Hereley (events co-director), Rick Kisting (director), Tamara Gunwall (curriculum director), Linda Hmielewski (PASS president), Abby Weiss (parent)
2. Update from PASS, Governing Council
  - a. PASS
    - i. New parent group website (VACKCS.com) is live!
    - ii. Information about the upcoming school relocation will be updated here as it becomes available. We should start getting information the end of April/beginning of May.
  - b. Governing Council
    - i. President, Treasurer and Parent Rep positions are listed as open. (Update: after the meeting, the president position was filled by Jolene Rau (currently a rep on the board) and the treasurer position was filled with Marcia Tenneyson (parent of an incoming 8<sup>th</sup> grader who has been on the parent board at Country View for several years).
    - ii. Rick and Shaunta (the VP) held several meetings for students/families of color to address the “safety” concerns that were brought up in the school survey last fall to try to put some more concrete details around the idea of “safety” since it can mean so many different things.
3. School Update
  - a. Rick provided his Director’s Report to the group after the meeting
  - b. Enrollment
    - i. Our numbers are looking great
    - ii. We are currently at 417 out of 425 spots filled with waiting lists for all grades except K/1.
  - c. Budget
    - i. There was no decrease in funding for the upcoming school year, but no increase either.
    - ii. The \$6000.00 PRT annually budgets for workbooks will definitely not be needed for the 2017-18 school year.
    - iii. The GC Budget Committee was hoping we could modify this line item in the budget to be a “school operating discretionary fund”, rather than being specifically for workbooks. **Action Item: discuss this change during the budget meeting.**

- iv. We discussed the possibility of changing the day and/or time of the PRT meeting so that it would no longer overlap with the GC meeting. The Director's Report would still be requested on a monthly basis, but Rick (the Director) would only need to attend on a quarterly basis. Rick was ok with this set up. **Action Item: discuss the day/time that would work best with the new board.**
  - v. Tamara sent the teacher wish list out to the teachers with a June 1<sup>st</sup> deadline. We should have the list in July. **Action Item: clarify who all the list was sent to – K thru 8 teachers? All teachers, including specials and BRMS? What about guidance? EAs? Other support staff?**
4. Parent/Teacher Input – none at this meeting
5. Vice President Update
- a. Mini-grants
    - i. Tamara requested a new mail center for Mrs. Greene's classroom for next year, as she will be taking over that room in the fall. A motion was made to deny this request at this time and instead add it to the wish list. The motion was seconded and all approved, so the motion passed.
    - ii. New microwave for the nurse's office has been purchased.
  - b. Donations – be sure to email the Draft House in the fall to request a donation from their golf outing.
6. Treasurer Update
- a. Operating account and SCRIP account
    - i. Operating account is \$42,745.05
    - ii. SCRIP account is around \$5,405.96
  - b. The budget spreadsheet topline and detail is available in the google drive.
  - c. There was a question on the book fair invoice. The invoice amount was \$4251.14, but \$4651 was deposited. **Action Item: Mayank will follow up with Sarah L re: the discrepancy.**
7. Event Updates
- a. Field Day
    - i. Field Day is scheduled a bit earlier this year than it has been in the past. As a result, we won't be able to use middle school students as volunteers. It's also the Friday of the holiday weekend. Linda is going to advertise for volunteers sooner to try to secure more parents.
    - ii. We did not get t-shirts for the kids this year, but we will have headbands again.
    - iii. **Parking lot: for next year, decide if we want to do t-shirts.**
    - iv. **Parking lot: for next year, we may want to reschedule it for later so that we can have the middle school students help out. This might preclude Mr. Podretti from being able to help out though.**
  - b. Redeemable Incentives
    - i. Last box tops contest ends the first week of May.
    - ii. **Action Item: parent request – post how much each class collected and who won the individual prizes.**
    - iii. **Parking lot: suggestion for next year – have a school wide competition vs. class/individual**
  - c. Terracycle
    - i. There was supposed to be a sort in April, but nothing has been sent out about it yet.
    - ii. **Action Item: send out details for the last sort of the year to be sure it's all cleared out of the classrooms.**
    - iii. **Action Item: find someone to take over our program. Possibly offer to the middle school booster or another school. We could still collect items and they could pick up or we could**

drop off. It's not a big income generator, but it has an environmental impact, so we don't want to just eliminate it.

- d. Movie Night
    - i. We had 3 very successful movie nights this year!
    - ii. Huge thanks to Linda/PASS for securing the donations that allowed us to provide water, popcorn and pizza for free!! This and the prizes were a big draw, even during the nice weather in March.
    - iii. With the donations and candy sales, we are actually at a net profit of \$64.26 for movie nights. We actually budgeted \$500.00 for supplies/expenses and \$0 for income.
    - iv. Parking lot – parent request: have 2 movie nights and 3 dances/active events. The movie nights are great, but the kids are just sitting around and they can get squirrely.
    - v. Action Item – check with Linda re: the popcorn machine.
  - e. Sock Hop – everything is ready to go for the last sock hop of the year.
  - f. Merchandise
    - i. Planning to do a sale for Charter School's Week.
    - ii. Goal: build community. Motion was made to sell the t-shirts at cost for this sale to try to get shirts on as many students, parents, staff, etc... as possible. The motion was seconded and all approved, so the motion passed.
  - g. Restaurant Nights
    - i. Sugar River Pizza made \$400.00 – maybe keep this one next year.
    - ii. Chipotle night is coming up.
  - h. Mileage Club – all set for May 14-25.
8. Communications Update – none at this meeting
9. Secretary Update
- a. A motion was made to approve the March meeting minutes. The individual names need to be removed from the board positions in item 10c. Technically, members are elected to the board, not specific positions. The board members determine who will fill which position. With this change, the motion was seconded and all present approved, so the motion was passed.
  - b. Staff Appreciation
    - i. 4/10 – Librarian appreciation
    - ii. 4/15-21 – School Volunteer appreciation
    - iii. 4/25 – Administrative Professionals appreciation
    - iv. 5/1 – Director appreciation
    - v. 5/6 – School Nurse appreciation
    - vi. 5/7-11 – Teacher appreciation
  - c. Action Items - not reviewed at the meeting due to time, but updates were made as needed.
  - d. Parking Lot – not reviewed at the meeting due to time, but updates were made as needed.
10. Co-President Update
- a. PRT Open House – for next year we need to decide if we want to have the open house as part of a restaurant night or a separate event. If we do hold it with a restaurant night, we need to do more to share information. Possibly have table tents, walk around and chat with people
  - b. PRT involvement – post meeting info sooner; describe the meetings – informal, kids welcome, ideas/input welcome, not scary, no obligation, etc...; post a picture of the board members – on the website, in the display case; do more personal invites.
  - c. Volunteer appreciation/involvement – do a weekly/bi-weekly/monthly volunteer bio

- d. BTS night and orientation day – have a parent rep in each classroom, or at least K/1/2 to answer questions.
- e. Summer meetings – dates will need to change to accommodate vacations.
  - i. Sarah H is gone 7/7 – 7/17
  - ii. Chris is gone 8/1 – 8/14

11. Other Items – none at this meeting

Next PRT Meeting: Monday, May 14th at 6:00 p.m. CKCS Library

Meeting adjourned at 8:30 p.m