

# VERONA AREA CORE KNOWLEDGE CHARTER SCHOOL

Parent Round Table (PRT)

June 6, 2018

6:00 p.m. CKCS Library

6:00 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 (outgoing co-president, incoming VP of fundraising), Suzy Schleeper (outgoing co-president), Dana Schwartz (outgoing vice president), Chris Kiefert (outgoing secretary, incoming President), Sara Hereley (outgoing events co-director, incoming VP of community building), Sarah Lederer (outgoing communications director), Laura Meicher (incoming treasurer), Veronika Kurth (incoming secretary), Rick Kisting (CKCS director)
2. Update from PASS, Governing Council
  - a. Parent Group Potluck
    - i. Scheduled for June 11<sup>th</sup> at 5:30 in the step room
    - ii. Tentative agenda
      1. 5:30 – 6:00 potluck
      2. 6:00 – 6:30 parent group presentation
      3. 6:30 – 8:30 Adaptive Schools training presentation
3. School Update
  - a. Rick will provide his June Director's Report to the group.
  - b. Staff
    - i. Ms. Browman is going to Sugar Creek (.32 FTE)
    - ii. Ms. Davenport is retiring (.54 EA FTE)
    - iii. Rick is working to get additional counselor time by combining these two positions (.8 FTE)
    - iv. Mr. Podretti is taking a year off. His position was combined with a .5 FTE Health education position from Badger to be able to advertise for a full-time position.
  - c. Budget – we need to fundraise/set aside funds for the upcoming move
4. Parent/Teacher Input – none at this meeting
5. Vice President Update
  - a. Mini-grants
    - i. 2 mini-grants were forwarded to PRT from the Middle School Booster (Elly Patton – VP) because they did not know if they would be able to fund the requests.
      1. \$1000.00 was requested by Mr. Bremmer for a new 3-D printer
      2. \$1000.00 was requested by Ms. Josephson to repair/replace orchestra equipment

3. These requests were denied. They will be added to the teacher wish list if the booster is unable to cover them.
  - ii. Halla Nelson, the middle school choir teacher, requested \$200.00 to provide scholarship assistance to a student wishing to attend a choir camp at UW. This request was denied because we do not currently have a scholarship fund for individual students.
  - iii. Request by Ms. Gunwall for classroom cubby organizer was moved to the teacher wish list
  - iv. 2<sup>nd</sup> grade service learning project bus costs – were covered by the parents this year. They plan to apply for a mini-grant to cover these costs next year.

## 6. Event Updates

- a. Mileage Club – went well this year. The younger kids are generally more into the event, but all of the students may be more excited about it next school year if it's somehow tied to the Run.
- b. Field Day – went very well this year. The rain held off, there were plenty of volunteers, and a variety of events. One student did break his arm, but it was an unforeseeable accident. **For next year, we may want to consider having 2 or more parent volunteers to go around with each classroom. The teacher and 1 parent had a hard time managing many of the classes.**
- c. School Kits
  - i. The deadline for ordering is going to be extended to June 30<sup>th</sup>
  - ii. Melissa Mathiot has offered to be the coordinator for this going forward as Jamie Key is moving.
  - iii. The new kits are a bit pricier than the previous ones because everything is name brand.
  - iv. **We need to inform parents that we are using a new company this year, the deadline is being extended and this company is used by other local schools (like Country View and GE).**
  - v. **For next year, look at offering this service at cost.**
- d. Box Tops
  - i. Ms. Boedeker's class won the last contest and got the Pump It Up/pizza party
  - ii. The bus has been paid for
  - iii. **We need to communicate event information to parents better going forward**
- e. Terracycle – we are “postponing” this event for the coming school year. We can revisit whether or not PRT or anyone else is interested in continuing this program in the future.
- f. SCRIP – we are “postponing” this fundraiser for the coming school year. We can revisit whether or not PRT or anyone else wants to formally re-establish this program or not. We can still purchase local gift cards at a discount directly from the businesses if we'd like.

## 7. Treasurer Update

- a. Operating account and SCRIP account
  - i. Operating account is \$43,457.31 (\$6000.00 for teacher incentives has not yet been paid)
  - ii. SCRIP account is around \$5,702.05
- b. **The budget spreadsheet topline and detail will be updated and available in the google drive.**
- c. **The bank accounts need to be updated to remove outgoing members and add incoming.**
- d. **The SCRIP account will be closed and rolled over into the Operating Account**

## 8. Communications Update

- a. 2018-19 Event Calendar
  - i. The calendar was reviewed to finalize any outstanding dates
  - ii. The K-5 Back to School Night was changed to remove the Spaghetti Dinner
    1. We can decide later if we still want to host the Spaghetti dinner.
    2. Roxy will be requested to book the small gym and the commons/cafeteria just in case

3. We may want to have this event catered...request in-kind donations...would anticipate up to 1000 people
- iii. The October Movie Night was changed to Family Night. It may still be a movie night, but we wanted to be flexible
- iv. The November Fall Dance was changed to Family Night.
- v. The January Movie Night was changed to Family Night
- vi. The March Spring Dance was changed to Family Night
- vii. The March Movie Night was removed
- viii. The Learner Fair is tentatively scheduled for March 1<sup>st</sup> with the Spring Book Fair. If it does end up being held at a later date, PRT will host a family event.
- ix. Jumping to Learn was removed from Field Day
- b. 2019-20 calendar – President and Secretary work with Roxy to set dates and reserve rooms in April/May of 2019.
- c. Coordinators are still needed for:
  - i. School Run
  - ii. Family night concessions
  - iii. Field Day
  - iv. UW Concessions communication & volunteer coordination

#### 9. Secretary Update

- a. A motion was made to approve the May meeting minutes. The motion was seconded and all present approved, so the motion was passed.
- b. Staff appreciation/support – will be moving out of the purview of the secretary. Everything is done for this year. Chris will update the documentation on the google drive and make a proposal at the budget meeting.
- c. Action Items – reviewed to clean up before the board member transition
- d. Parking Lot – reorganized for ease of use.

#### 10. Co-President Update

- a. Election results – 154 votes (double last year)
- b. Vote in new board members for 2018-19. All current members (except for Mayank who was not in attendance) approved the incoming board as follows:
  - i. President – Chris Kiefert
  - ii. VP Fundraising – Liz Slager
  - iii. VP Community Building – Sara Hereley
  - iv. Treasurer – Laura Meicher
  - v. Secretary – Veronika Kurth
- c. Summer meeting dates – still need to be set
- d. 2018-19 meeting dates – need to set meeting date/time going forward

#### 11. Other Items – none at this meeting

Next PRT Meeting: Closed Budget Meeting

Meeting adjourned at 9:00 p.m