



Parent Round Table

AUG 20 2020

7pm

Location: **Virtual Meeting**

Join WebEx Meeting

<https://exactsciences-mc.webex.com/webappng/sites/exactsciences-mc/meeting/download/58e283a0bb8846f9ae9c1baebc94e845?siteurl=exactsciences-mc&MTID=m22ef66201107269f8dc7d2e03dcc02e0>

Join by phone

+1-415-655-0003 US TOLL

+1-855-282-6330 US TOLL FREE

7 Norms of Collaborative Work:

- Pause
- Paraphrase
- Pose questions
- Put ideas on the table
- Provide data
- Pay attention to self and others
- Presume positive intention

2020-21 PRT Board Members:

- Sara Hereley, Vice President of Community Building (Acting President)
- Sarah Wood, Vice President of Fundraising
- Laura Meicher, Treasurer
- Open – President
- Open - Secretary

2020-21 PRT Officers:

- TBD

AGENDA

I. Reading of the PRT Mission/Vision

- A. **MISSION:** Supporting a strong CKCS community through fundraising and community events.
- B. **VISION:** The Verona Area Core Knowledge Charter School (CKCS) Parent Round Table (PRT) is a support organization promoting community among the students, parents and staff by: hosting events aimed at building community; coordinating fundraising efforts at the school/parent level to complement the district provided budget; and ensuring generated funds are being allocated appropriately based upon the best interests of the students and staff.

II. Introductions/rules of participation

III. Dates, Announcements, Brief Items

- A. Acting Secretary Position for 2020-21
 1. Minutes/notetaking
 2. Social Media Management
 3. VACKCS Website Management
 - a) Laura will be taking meeting notes and making updates to VACKCS updates in the Secretary. Laura will hold the position of Secretary until we can hold this spot.
 - b) All three board members will have Facebook access. Veronika is going to close out our Twitter account.
 - c) Sara H made a motion about the Secretary position interim. Laura seconded and motioned passed.
- B. Next PRT Meetings - day/times
 1. 7pm meeting starts. 2nd Wednesday of each month. Laura to add meetings to VACKS calendar site. And Laura to connect with Latisha about the district site.
- C. Approval of June 2020 PRT Meeting Minutes
 1. Laura motioned to approved June minutes. Sarah Wood seconded. Motion passed.
 2. Last year of minutes should be on the VACKCS site. Laura to update agenda and minutes.
- D. GC Update
 1. No update
 2. July meeting was primarily for approval of positions. They will be reviewing the Math curriculum this year.
- E. PASS Update
 1. No update
- F. CKCS School Update and Director's Report
 1. CKCS will be ready to go for September 8th!
 2. A concern that virtual families will not be part of the CKCS community. There will be

communication coming out next week to families.

IV. Board Topics

A. Parent/Guardian/Staff Input

B. Back to School Needs

1. Directory

- a) Overall for these categories will be addressed in a fall newsletter. We will address school funding, the different parent groups, directory, goals, open positions and what the boards are looking to do for the year. Second week of school. Draft to have ready by the 9th and looking to send out to families the following week.

2. School Supply Kit Update

3. Parent Boards Overview and Open Positions

- a) Field Day coordinator needed
- b) Staff appreciation coordinator and room parent coordinator needed- Hereley is going to check with Brandi and Joleen
- c) School supply kits coordinator
- d) Trivia Night co-coordinator needed
- e) Staff breakfast coordinator needed- historically on late start Monday. Check with Rick to coordinate.
- f) Color run coordinated removed for this year

C. 2020-21 Events Calendar Revisions

1. Coordinator needs for planned events

- a) Sarah Lederer provides feedback on bookfairs. It was anticipated that we will cancel the book fair for the fall and just have the spring book fair virtual. We are anticipating the cancellation of the BOGO bookfair. Hereley commented that the fall book fair allows for great holiday gifts. Lederer is going to look into the fall book fair..
- b) Bookfair proceeds have been held in Scholastic dollars. Current balance is \$5,020 and we have purchased a weekly reader for students which has an annual cost of \$2,000.
- c) Currently the spring fall will be March 8-12th.
- d) Book swap, we need a coordinator. This position will need a storage pass.
- e) Book fair expenses last year \$253 but since they will be virtual this won't be needed for this school year. Book swap expense was \$150 last year but we have a good supply so there is no anticipated budget needed for this school year.
- f) Reviewing the event calendar. Many events will not be attainable for the fall. Hereley is making updates to the document during the meeting. We will look into a virtual trivia night, possibly an adult only and also a family one.

Hereley will reach out to Randy Newtonson about options. Spring events are questionable and will be evaluated in late 2020.

D. Budget for 2020-21

1. A retirement gift for Roxy was approved via email. Total expense was \$255.32.
2. Wishlist items were approved via email prior to this meeting. It is estimated that this will come to \$7,810. Motion was emailed
3. Classroom supplies- Rick is requesting that rollover funds of \$4,472.03 to be used for \$3,000 classroom supplies. Laura motioned to approve. Wood seconded. Motion passed. Laura to connect Rick about approval (as well as new building welcome event and funds needed and Friday with families event).
4. Rick is requesting a teacher welcome back gift. PRT to decide and get back to Rick on.
5. Rick has provided a spreadsheet on what the school needs are for 2020-21. It states a need of \$18,656. Top tier items that the school needs are \$8,450 of which \$3,000 maybe reduced from #2 above.
6. 6/30/2020 taxes have been filed.

E. Board Positions and Descriptions – Review Draft

1. To be discussed at

V. Adjourn - 9:14 motion to adjourn by Hereley, second by Laura. Meeting adjourned.