



Verona Area Core Knowledge® Charter School

Parent Round Table

November 12, 2018
6:30 p.m. CKCS LMC

Meeting called to order at 6:33pm

Mission Promoting a strong CKCS community

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.

Agenda

1. Attendance/Introductions/Group meeting standards
 - Chris Kiefert, Laura Meicher, Eve Ferguson, Sara H, Veronika K, Gabrielle McBride, Liz Slager
2. Parent Group Updates (PASS, Governing Council, MS Booster)
 - PASS –
 - looking into new sponsorships and events to raise money for the endowment
 - Dec 21st is when we know if the Madison Community Foundation matching grant gets awarded to CKCS
 - Governing Council –
 - met October 10th and will be meeting again November 14th
 - Action item - CKCS handbook needs the PRT information updated and give the updated content to Charles Gleason
 - Action item – next Budget make sure to touch base with them about how much they are requesting for marketing materials. PRT would like more details about what the plan is for using the marketing materials budget they are asking for
 - This year Gov Council is focusing on making a marketing video
 - They are working on creating a long-term curriculum funding plan to rotate through updating each area (math, reading, language arts, science, guidance, social studies)
 1. Action item: have someone come and talk to us about how the funding for this works with district supplied money vs CKCS.
 - MS Booster
 - They met 11/12 and have a full board
 - Staff breakfast was hosted this morning for all staff in building and will do 2 more of these during the school year

1. Action item – consider PRT alternating with MS Booster to host more of these, but make sure we don't make it another ask of parents. Perhaps we just budget for pre-purchased bagels/muffins and juice.

- Culver's night on 11/14
- Papa Murphy's on 12/12

3. Director Updates

- Operating Status/Budget
- 2018-19 Funding commitments
 - \$11,000 2017-2018 teacher wishlist (already spent/purchased)
 - \$10,000 CKCS funding line item is a discretionary fund used for the workbooks and teacher needs
 - \$3,000 teacher incentives
 - Since UW Concession stand money is flowing directly to the school instead of PRT, whatever the concession stand generates will be taken off this \$24,000 that PRT promised the school
- 2019-20 Funding needs
 - Rick Kisting plans to get us these needs by end of school year or early summer so we know before we try to set the PRT budget
 - No PRT specific wish list for this school year; the Amazon wish list will replace this and allow people to buy things directly

4. Recently Held/Upcoming Events

- Box Tops – 1st collection done
 - Ms. Thompson's classroom won a pizza party
 - Classroom prizes come from Box Tops directly
 - Not doing individual prizes
 - There will be one more collection that will come with a pizza party
 - Overall Pump It Up party for winner. Try to avoid this so we don't have to pay for buses.
 1. Action item – Chris to talk to Melissa
- School Supply Kits
 - Approved to use same company next year
 - Made \$526 this year
 - Next year we can decide if we want to make this a fundraiser again or sell them at cost a simply a convenience factor
- Family Night
 - Movie Night 10/19
 - Halloween Dance 11/2
 1. Costume theme was a hit
 2. Consider paying teachers for chaperoning, some may be interested
- Fall Book Fair – 10/30 to 11/2
 - Went well and sold almost \$7,000 worth of books, and we get half of that amount as Scholastic dollars
 - Action item - Spring book fair – since we have lots of Scholastic dollars we could see what the classrooms could use to supplement teaching or just their own classroom libraries – Gabrielle McBride to follow up at staff meeting
 - Action item – follow up with Middle School to see if they could use something that we could pay for with these Scholastic dollars, since middle school families also spent money buying books at the fair
- Restaurant Night

- Sugar River Pizza – 11/8
 1. We don't know yet how this did, but reports from people who attended are that it was packed.
- Culvers – 12/12 5-8pm
 1. Action item – Liz to send Veronika volunteer info needed to create SignUpGenius writeup for it
- Fall Fundraiser – ends 11/14
 - Lesson learned: there has to be a kickoff so kids know what's going on; previous kickoffs didn't get a good behavior reaction from the children at the assembly, so we want to make sure we avoid that; consider a classroom-based kickoff, not a whole school assembly where the bad behavior feeds off itself
 - Report is that not all classrooms sent home the packet of materials
 - Not having the keychain type rewards is a good change from a classroom focus perspective, and avoid kids feeling bad if they weren't able to earn any with sales
 - We are getting direct donations coming in well
- 11/27 is Giving Tuesday with the match
 - Also keep in mind that Venmo is a more popular online payment format than PayPal. Consider opening a Venmo account for PRT.
 - Action item: Veronika to sign us up
- Staff Appreciation
 - Education Support Professionals Day 11/14
 - Special Education Professionals Day 12/2
- UW Concessions – last game 11/24
 - We have 9 people signed up as of meeting time
 - Action Item – Veronika to update SingUpGenius with game time of 2:30pm
 - Still working on finalizing Bucky Badger coming for the final Golden Bucky; volunteers who staffed the booth will be invited

5. Future Event Planning

- Fundraising
 - Spring Run
 - Merchandise
 - Spring Book Fair
 - BOGO Book Fair
 1. Scholastic would staff it, it would be just 1 day
 2. Use scholastic dollars for the buy one get one option
- Community Building
 - Trivia Night
 1. Planning to go live on webpage for this by 11/16
 2. Sara has a marketing plan in place for communications to go out
 3. Early bird special if you sign up by December 20th
 4. Will put out a call for donations for prizes
 5. Sara will work on creating teams for people who sign up as individuals
 6. Boulder Brewpub will hire people to run the answer sheets down
 7. Action Item – Veronika and Sara will work together to monitor registration
 - Room parents
 - Volunteer Appreciation
 - Book Swap
 - International Night
 - Mileage Club

- Field Day
- Color Run
 1. About to start recruiting sponsorships for this event
 2. Action Item – Liz Slager to send Veronika a basic list of people needed for volunteering so Veronika can create SignUpGenius post (not planning to promote it yet, but it should be there for anyone browsing the options)

6. Parent/Staff Input

- What are we doing well?
 - Staff appreciation events are very well received.
 - Overall PRT has been improving on all fronts and teachers appreciate the changes.
- What can we do better?
 - More social gatherings like trivia night, but perhaps more variety. A chance for staff and parents to mingle in a social setting.
 - Action Item – Create 3 surveys on SurveyMonkey: 1 for parents, 1 for staff, and 1 for the kids
- Mini-grants/fund requests
 - Greene – classroom rug
 1. Motion by Kurth, seconded by Slager to approve. Motion passes.
 - Grotsky/Sable – art show supplies
 1. We previously approved \$500 out of the assembly budget.
 2. Black lights have been loaned to us from Six Flags Great America via Andy Kurth for the purpose of this art show

7. Secretary Updates

- Approve prior month's meeting minutes
 - Slager motion, Kiefert second, motion passes
- Communication updates

8. Treasurer Updates

- Operating and holding account balances
 - Still have both Park Bank and UWCU accounts until AmazonSmile amount comes in
- Top line/detail budget review
- Outstanding items review

9. President Updates

- Process Review
 - Action Item – Define what mini grants should be used for so we have clear criteria starting with the 2019-2020 school year
 - Action Item – Define what assembly budget is to be used for, starting with 2019-2020 school year
 - Action Item – Chris to set up a session in January 2019 for PRT to start reviewing processes
- Document Updates
- By-laws

Next PRT Meeting: Monday, December 10, 2018 at 6:30 p.m. in the CKCS Library

Adjourned at 10:26pm