



Parent Round Table

October 14, 2020

7pm

Location: **Virtual Meeting**

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
- Jessica Retrum – Secretary (approved at 10/14/2020 meeting)

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: 7:02pm called to order by Hereley.

III. Dates, Announcements, Brief Items

- A. Approval of September 2020 PRT Meeting Minutes
 1. Hereley motioned to approve minutes. Wood seconded. Motion passes.
- B. GC Update
 1. Updated bylaws and approved by board on 10/14/2020.
 2. Marketing this year will be different as there is no 4K and mailings. They will need funds for mailing PRT has budgeted \$750. Hereley is going to check with what they need and will adjust budget if needed.
 3. Joleen requested 2 water bottles for outgoing board members. Meicher motioned to donate 2 water bottles. Wood seconded. Motion passed. Hereley to get water bottles to Joleen.
- C. PASS Update
 1. Group is looking for Web coordinator and Grant coordinator.
 2. Meeting changed to monthly, on the 3rd Wednesday of the month
 3. September newsletter was added to the website.
- D. CKCS School Update and Director's Report
 1. Sent to GC only. Hereley will forward to group.
 2. Addressed rephrase plan.
 3. Virtual plus, hoping to roll out by Q2.
 4. Survey- good feedback on in-person and general satisfied on virtual.
 5. Equity committee- meeting weekly as a staff
 6. Sign on the school
- E. Next PRT Meeting – Nov 11th
 1. Date was ok for members.

IV. Board Topics

- A. Parent/Guardian/Staff Input
- B. Secretary Position – Jess Retrum

1. Discussed details of position. Access to Google to Drive to be completed and Facebook to added too. **Hereley to do.**
 2. Hereley to motioned approve Jessica. Wood seconded. Motion has passed.
- C. Budget Updates – Laura
1. Box Tops-
 - a) Nothing that the board needs to do.
 2. Amazon Smile
 - a) We will get next check in November.
 3. Unfundraiser – results and next steps
 - a) To date we have \$200 from PayPal, net to \$193.90
 - b) Latisha has commented that she has some PRT stuff so there are probably some checks in there.
 - c) Do a teacher parade, where families could drive by. We will look at the spring for this.
 - d) Virtual 5K run are an option too.
 - e) Possible photo or video collection.
 - f) Post something in the pick up/drop off area. “ While you wait, donate!”
 - g) Facebook post and request about a specific area of the budget. Specifically focus on the technology and staff appreciation. \$4,000 target.
 - (1) **Jessica is going to come up with some marketing plans to focus on this.**
- D. Fundraising Updates – Sarah W
1. Fall Virtual Book Fair Update
 - a) Information will go out October 19th with emails and Facebook
 2. CKCS Merchandise Sale
 - a) Sale wrapped up today. Waiting on update from Amy Martin.
 3. School Supply Kits
 - a) First Day: Do we want to re-up? What is the ability to cancel? Is there a required number to sell? **Wood to start conservation with supplier. And Suzy about past preference before we resubmit.**
 - b) Last year we received our check in October so hopefully we have that in the office. **Laura to confirm.**
- E. Community Building Updates – Sara H
1. Family Directory
 - a) **Laura will reach out to Latisha about sending out another email request. New deadline is October 18th.**
 2. Staff Support/Appreciation
 - a) Brandi, Joleen and Milly are this group. Brandi is leading this group. They are looking to see how to help teachers. Had a meeting on 10/13 with the staff. Virtual teacher experience options- yoga, paint instructor, etc.
 - b) Any day that the staff going to be in the building, possible during parent teacher conference (10/22-23). **Hereley to check.**

- c) Looking to build a google form to ask teacher. Hereley will pass Laura's information on to Brandi
- 3. Trivia Night
 - a) Randy got Hereley names today about people that could help facilitate. Looking for something between Halloween and Thanksgiving. Hereley to follow up.
- 4. Socially Distanced Family Night?
 - a) County view did a movie night drive-in. Hereley will be checking on how that worked.
 - b) Virtual paint night, family art night, family drive-in, family workout? Or other teachers equity gifts, like zoom lunch date with teacher.
 - c) Is Tyrol Basin an option. Hereley to check that PASS is not targeting them.
 - d) Open coordinator roles to be shared with families via email and facebook communication.

V. Adjourn- 8:50 motion by Hereley to adjourn. Seconded by Meicher. Meeting was adjourned.

Minutes prepared by a collaboration of Laura Meicher and Jessica Retrum.