



Tuesday, May 11, 2021 at 5:30

Due to the #SaferatHome restrictions, this meeting will be virtual. It is open to the public and can be attended through Google Meet

Online Location: Google Hangouts Meet: meet.google.com/ryq-trzw-knc

Attendance: Carissa Sorensen, Pam Mumm, Bailey Patterson, Tanya Sanderfoot, Andrea Young, Dakota Stark, Heidi Hopp, Sadie Parafiniuk, Jonah Adams

- I. Call to order (Time:5:32pm)
 - a. Mission and vision (read by Sadie)
- II. Review & approval of minutes from April 13, 2021 (motion: Andrea second: Bailey) minutes passed
- III. Community Input: none
- IV. Treasurer's Report
 - a. Finance Presentation (2 of 3) from Jonah Adams (motion to move to later in the meeting: Carissa, Second: Sadie-motion passed) This section was done after sections b. And c.
 1. Learning from those who have gone before us. We are connected to Journey and Odyssey who have gone before us in budgeting. We need to learn about/have good sustainability and succession as well as understand our finances in preparation for onsite monitoring.
 - a) Describe your level of fiduciary oversight (fiduciary =money under our care):
 - 1) Approve initial budget presented by administration. 2)Review, monitor, and approve the monthly financial statements submitted by the administration. 3) Establish policies and adopt priorities for the school. 4) Approve Revisions to the budget presented by the administration. We should accept financial statements at monthly meetings similarly to the way we approve of our minutes.
 - b) Why are Revisions Necessary? 1) Changed circumstances/priorities through the year. (covid, technology repairs) 2)Forecasting Errors (enrollment numbers, state funding) 3) Limited Eligible Costs (what is allowable?)
 - c) Federal Funding: Important: charter grant itself is federal money. Other federal funds that come to district: summer food service program, IDEA-special education (determined by IEP and local decisions), Title I reading interventions (determined by title I status free/reduced status), Elementary and Secondary School Emergency Relief Fund (ESSER) (used this year to provide devices equally across district), CLC Grant-BRAVE after school programming. Title II- professional development, Title IV-technology and counseling services
 - d) District Allocation of Federal Funds: most spending goes to staffing. District determines where funds go based on natural needs across the district. For Title I= funds are spread in even proportion across buildings. BPC grant only at BPC, Title I can only be spent at Title I school. Some district funds are by per pupil allotment.

- b. Sensory Path: in original proposed budget (approved), but was removed from this school year because of covid (touching things, and distancing). Time to consider adding it back into the plan for next school year. Installation may not be an allowable expense from our grant so we may need to find a different way to fund this part of it. Tanya will find out if it is an allowable expense and will discuss adding it back during the next GC meeting.
- c. Retreat Proposal: (July 17-19) Price per room is more than originally anticipated. Will work on developing curriculum and assessments, prepping for new school year, etc. Would be in budget under professional staff curriculum development costs and professional development travel costs. There are also local professional development days on the calendar this summer for teachers. On retreats, the team generally puts on their own account and then submit for reimbursements. In the future, we can find a way to simplify this process (prepaid or access to purchasing cards?). Purchasing ahead of time makes reimbursements much easier as well. (motion to approve the request: Andrea second: Sadie- motion passes)
 - 1. Side note: the form that was submitted with this proposal was well done and would be good to use for future proposals. Also, when proposals are submitted, indicating where the costs will fall in the budget would be helpful as well.

D. Accept financial report as presented (moved: Sadie second: Bailey- motion approved)

V. Administrator and Teacher Reports

- a. Nice growth in students in their reading bands
- b. Numbers for 2021-2022 and teacher assignments: We are growing! Kindergarten: 2 sections New enrollments are still coming in (4 open enrollment K and 1 for first grade) . 1st grade: 3 classes and 2nd: 1 class of 25. We are adding a section and Megan Lee will be moving from Journey to BPC 1st grade (voluntary internal transfer) Anna Kasukonis will be moving to 1st grade as well.
- c. End of Year Celebration- partitioning the playground into zones (1 zone per school) to limit mingling. 10 stations at each school,
- d. July 28 WRCCS for teachers
- e. Open house August 23 or 26th
- f. Prepping for Onsite Monitoring

VI. Council Development

- a. Review Buzz Course on Strategic Initiatives: will use what we learned in July and August when we create new strategic initiatives.

VII. Old Business & Discussion Items

- a. Strategic Initiatives
 - 1. Marketing
 - a) Open Enrollment Efforts Survey [Results](#) (for review only)
 - b) Parent Engagement Survey Results- results will be sent out in a week. Thank you Bailey!
 - 2. Member development
 - a) Update on Member Orientation: Pam is working with Lindsay (Journey GC) full member orientation for all members new and old will take place this summer. Tuesday August 3rd at 5:30
 - (1) [Governance Councils Handbook Draft](#)
 - b) Member Recruitment - Notices of Interest: sent out on paper as well email. Two potential new members.

- c) Officer succession- In June we will vote on a new chair, vice chair, treasurer, and secretary. Please let us know if you want to be nominated. Bailey may be willing to take on the secretary position.

VIII. New Business

- a. School Board Representatives: Nate Zimdars and Mellisa Wipijewski
- b. Update bylaw language ([see p. 30 of the contract](#)): clarifying the council's role in the teacher hiring process (motion: Sadie second: Andrea- motion passes)

IX. Adjourn (moved: Pam second: Bailey Time: 7:16pm)

- a. Meeting Assessment Tool - <https://forms.gle/CvauCzEMvXwu8t8i7>
 - 1. Previous responses - <https://docs.google.com/spreadsheets/d/1v24A4PbFqMQul2O6Xw4xJLhn4nKOIJW68w4ZBqaYJiO/edit?usp=sharing>

Next meeting: Tuesday, May 11, at 5:30 online

Future meetings: Annual Meeting June 1, July 13

WRCCS Conference: July 27

Member Orientation: Tuesday, Aug. 3, 5:30

Barlow Park Charter School Mission:

Barlow Park Charter School's responsive environment will encourage all learners to reach their fullest personal potential and become well-balanced, compassionate, curious citizens.

Barlow Park Charter School Vision:

Setting a positive trajectory for lifetime learning.