



Tuesday, July 13, 2021 at 5:30

Location: BPJ LMC, Virtual Link: meet.google.com/ryq-trzw-knc

Attendance: Coleen Maugham, Tanya Sanderfoot, Bailey Patterson, Dakota Stark, Kate Boscaljon, Jean Rigden, Jason Kauffeld, Andrea Young, Mireya Hernandez, Jonah Adams, Marissa Hopp, Heidi Hopp

Absent: Carissa Sorensen, Pamela Mumm

- I. Call to Order (time: 5:35pm)
 - a. Mission and vision - Jean read aloud
- II. Review & approval of minutes from June 8, 2021 (motion: Coleen; second: Bailey) approved
- III. Community Input - none
- IV. Election of Chair - Coleen Maugham nominated for chair: Jean, Second: Kate, no other nominations, Jason moves to close this matter, Coleen unanimously elected as chair
- V. Treasurer's Report
 - a. Financial Report - see Jonah's report, nothing else to report per Andrea
- VI. Administrator and Teacher Reports
 - a. Administrator report on enrollment for next year
 1. Tanya reported the following current enrollment:
 - a) Barlow Legacy:
K: 23
1/2: 8/7
2: 20
 - b) Journey:
K: 14 and 15
1: 17 and 17
2: 21 and 21 and 22
 - c) BPC:
K: 20 and 21
1: 19 and 20 and 21
2: 24
 - b. Back-to-School Open House - Thursday, August 26 probably 4-5pm
 1. Teachers will determine exact time at their next meeting
 2. Separate open house for each school
 3. Families drop off supplies and meet teachers
 4. May hold an event after open house such as ice cream social
 - c. Audit
 1. On site monitoring 9/28/21
 2. Checks our fiduciary responsibility and that our school operates autonomously from the other schools

3. Staff and council members will be interviewed by DPI - Nick Pretasky will be prepping us at August 3rd orientation. Council members should also review financial presentations
 4. Tanya will also send out audit form with sections highlighted to prep council members
 5. Mission, vision, strategic goals, fiduciary responsibility, and performance measures are aspects for council to know
 6. Audit points are either met or need an improvement plan for correction
- d. Annual Report
1. Separate reports for school board and DPI
 2. DPI Annual Report
 - a) Chart filled out by Tanya as to whether performance goals met or not
 - b) Some performance measures could not be measured due to Covid 19 which is allowed by DPI
 - c) Motion to approve the annual report for DPI as written including any adjustments needed to be made by Tanya: Coleen, second: Dakota - motion passed
 3. School Board Annual Report
 - a) Report for school board to be placed on website as promotional/informational by Tanya
 - b) Motion to approve the annual report for the school board with modifications as needed by Tanya: Jean, Second: Jason, motion passed

VII. Council Development

- a. Finance Presentation with Jonah Adams
 1. DPI onsite monitoring will be September 28th
 2. Monthly expense report
 - a) Only 24% of instructional staff services budget spent, professional development and training; travel to model schools didn't happen due to Covid
 - b) Any remaining grant dollars carry over to next year, this carryover ends at the end of 5 years
 - c) Legal expenses ongoing due to continuing filing paperwork with state
 - d) We pay CESA 5% of grant under "other support services"
 - e) 84% of budget has been spent, 16% unspent at this time
 - f) If we do not reach goal of 150 students by year 5, DPI will remove \$100,000 from our grant money
- b. WRCCS Conference July 27 - attend if possible
- c. Reflection - Rose, Bud, Thorn - not completed

VIII. Old Business & Discussion Items

- a. 501(c)(3) Status
 1. Ongoing legal fees, may need to increase this area of the budget
 2. This can be funded by the grant
- b. [Y3 Performance Measures](#)
 1. The council would like to further analyze performance of specific populations such as: historically under-represented students, students of color, students of lower socioeconomic status, students with disabilities

- a) Combine all grades for schoolwide measure of performance of these groups so as to not identify specific students but to also be aware of and sensitive to potential challenges in these groups
- b) Tanya will write up adjusted measures for next month's meeting

IX. New Business

- a. Resignation - Motion to regretfully accept resignation of Sadie Parafinuik: Jean, second Coleen, motion passed
- b. Parent Survey Results
 - 1. 46% participation
 - 2. Many positive responses
- c. Fall promotional items for students
 - 1. Water bottles - can be funded by grant under instructional supplies
 - a) Bailey to contact 4-imprint
 - 2. T-shirts
 - a) Pam to contact same company as last year, does this company also have water bottles?
- d. Discussion on Setting Future Agenda Items
 - 1. Motion to eliminate Meeting Assessment Tool and insert Agenda Item Cover Sheet to be sent out with draft agenda a week prior to agenda finalization: Jean, second: Dakota - motion passed
 - 2. Future items to add to agenda
 - a) Revision of performance measures,
 - b) Changing meeting time to 6pm,
 - c) Strategic initiatives as a council including creating teams
 - (1) Equity
 - (2) Fiduciary
 - (3) Marketing/recruitment
 - 3. Future buzz course trainings for council to focus on

X. Adjourn (motion: Jason; second: Coleen; time: 7:19pm)

- a. Meeting Assessment Tool - <https://forms.gle/CvauCzEMvXwu8t8i7>
 - 1. Previous responses - <https://docs.google.com/spreadsheets/d/1v24A4PbFqMQul2O6Xw4xJLhn4nKQIJW68w4ZBqaYJiO/edit?usp=sharing>

WRCCS VIRTUAL Conference: July 27

Future meetings: Aug. 10, Sept. 14, Oct. 12 ([21-22 Meeting Schedule](#) - 2nd Tues. of the month @ 5:30)

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

Open House: Thursday, Aug. 26

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.