



Tuesday, August 10, 2021 at 5:45

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

Attendance: Tanya Sanderfoot, Kate Boscaljon, Jonah Adams, Chamomile Nusz, Coleen Maugham, Bailey Patterson, Jason Kauffeld, Carissa Sorensen, Andrea Young, Pamela Mumm, Jean Rigden, Anna Kasukonis, Mireya Hernandez

1. Call to Order - Coleen (time: 5:47pm)
 - a. Mission and vision - Coleen read
2. Review & approval of minutes from July 13, 2021 (motion: Pam; second: Jason) - minutes approved
3. Community Input - none
4. Treasurer's Report - Jonah
 - a. Financial Report
 - i. Unspent grant money has carried over to next fiscal year in past years
 - ii. Request approval from DPI to carry over grant money from fiscal year 2 into year 3
 - iii. Per Chamomile we may also resubmit a new 5 year budget to spread the carryover over the remaining years instead of trying to spend all in year 3
 - b. Draft of 21-22 Proposed Budget
 - i. draft will be presented to school board at annual meeting next month

Motion to accept the financial report - Pam, second - Andrea; motion passed
5. Administrator and Teacher Reports
 - a. Special Presentation - Chamomile Nusz
 - i. On site monitoring will be 9/28/21 - virtual, not in person
 - ii. Budget and Policy and Procedure around budget are important aspects of monitoring
 1. DPI to ensure the board is 100% autonomous in how grant funds are spent. Not influenced by the district.
 - iii. We create the schedule for the monitoring day, 15-20 mins between each section
 - iv. We create folders for each indicator with our supporting documents
 - v. Sample questions are available to review ahead of time for each indicator
 1. Indicator document:
https://dpi.wi.gov/sites/default/files/imce/parental-education-options/Charter-Schools/pdf/UPDATED_2021-22_Virtual_Monitoring_Protocol.docx_1.pdf
 - vi. When rewrite 5 year grant, add audit costs
 - vii. Each item we purchased with grant must have a number and location associated with it and must be used only by our school (unless being paid for by all schools using it and labelled as such)
 - viii. Need **extended contract** written out for teachers working on curriculum outside teaching hours; time sheets are helpful documentation as well

- ix. Can spend 5% of grant on paying for grant administration
 - 1. If person already works for the school, must track hours spent on grant work and that portion of salary can be paid for with grant funds, or could be a separate part time staff person as grant coordinator
- x. Grant can pay for subscriptions and subscription may last for numerous years
- b. Back-to-School Open House - Thursday, August 26
 - i. Time extended until 6pm
 - ii. Teachers need help assembling welcome baggies with signs, glow sticks, etc and will inform council of date and time for assembly
- 6. Council Development
 - a. WRCCS Conference Takeaways
 - i. Need more specific vision for the future direction and goals
 - ii. Suggest additional meeting time with board and teachers
 - iii. Suggest more use of google docs spreadsheet in future to coordinate attendance of trainings and sharing takeaways from training
- 7. Old Business & Discussion Items
 - a. Water Bottles / Shirts
 - i. Can use grant budget since not promotional
 - ii. Bailey to choose t-shirt and plastic water bottles
 - iii. Motion to delegate t-shirt and water bottle purchase to Tanya and Bailey with maximum of \$3,000 budget: Andrea, second: Pam - motion passed
 - b. Strategic initiatives and Y3 Performance Measures
 - i. Recruitment of students
 - 1. Continues to be a goal because we need to have 150 students to fulfill goal written in grant
 - ii. Utilize committees for efficiency
 - 1. Still need to give public notice and have minutes recorded for each committee meeting and approved at the next council meeting
 - iii. Equity/Disaggregated Academic Data
 - 1. New performance measures for year 3 to reflect changes in grown-up participation goals and disaggregation of data

Motion to approve strategic goals with wording of committee rather than subcommittee and changes to performance measures with change to language referring to caregivers - Jason, Second: Bailey - motion passed
 - c. Agenda Item Cover Sheet
 - i. Way for members to propose agenda items
 - ii. Move to adopt the agenda item cover sheet - Jason; second Pam - motion passed
- 8. New Business
 - a. Meeting time change

Motion to change start time of meetings to 5:45pm on second Tuesday of month-Jean, second Bailey - motion passed
 - b. 21-22 Meeting Schedule
 - c. Special Board Meeting Item for August Charter Reports
 - i. Monday 9/16 at 5pm - Coleen and Tanya plan to attend
 - d. Sub-Committees/Teams
 - i. Informational item postponed until after strategic planning meeting

e. Tanya to send out Doodle form for members to suggest available dates for a strategic planning meeting

9. Adjourn (motion:Jean; second:Pam) (time: 7:29pm)

Future meetings: Sept. 14, Oct. 12 (2nd Tuesday of the month @ 5:45pm)

Open House: Thursday, Aug. 26

Onsite Monitoring: September 28

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.