

## Governance Board Meeting Minutes

September 13, 2016

Location: Catalyst conference room

Attendees: Sandy Wisneski  
Inga Hershoff  
Shelly Kastenschmidt  
Candie Baker  
Renee Schoff  
Rick Bunge  
Absent Julie Elliott  
Amy Pollesch

- I. Call to order  
Candie called the meeting to order at 5:07 pm
  - a. Affirmation of open session in accordance with WI Statute 19.84
- II. Review and approval of minutes of August 9, 2016 (submitted in advance)  
Minutes were approved as submitted.
- III. Community Input  
None to report.
- IV. Administrator's report  
Rick: We started school in the new building and things are going well. There are still some things that need to be done, people are getting used to the spaces and everyone's adapting to the new surroundings.
- V. Committee reports
  - a. Policy and Planning –Sandy: Teacher team meetings are going to be at 7:00 am on Thursdays. Testing is happening for STAR and ALEKS.
  - b. Community Relations- Candie will work to create a welcome letter to parents with Catalyst's important dates, introduce board members and offer opportunities for the parents to volunteer for the school. Goal is to get a letter out around the end of September.
  - c. Sustainability- Sandy, Amy and Shelly met after our last meeting to discuss what needs the teachers have and how we can fundraiser to meet these needs. It was suggested that Webster Grants could be made by teachers for some of the items and a teacher/teachers can create a donorschoose.org site for parents to give donations towards the requested items. Webster Grants are due towards the end of November and Sandy will discuss with teachers and firm up plans.

- VI. Old Business and Discussion Items
  - a. We discussed our board committees and who is on which one. Each board member should choose a committee if they haven't already.
  - b. Contract renewal-We decided to have the Policy and Planning committee (Sandy) create a working Google doc for the contract and making changes. A majority of the changes are language changes from referencing the grant years and the beginning of Catalyst. She will share the doc with the rest of the board to review and add suggestions. The goal is to have this contract ready at the latest at our December meeting, it will need to be submitted to the School Board before their January meeting.
  
- VII. Action Items
  - a. Letter to parents
  - b. Contract changes
  
- VIII. New Business
  - No new business was discussed.
  
- IX. Evaluation of Meeting
  - All agreed it was a strong meeting
  
- X. Adjourn
  - The meeting was adjourned at 5:53 pm.
  - Our next meeting is on Tuesday, October 11<sup>th</sup>, 2016 5 pm