

Riveredge Outdoor Learning Elementary School (ROLES) Governance Council Meeting

Riveredge Nature Center
4458 County Road Y
Saukville, WI 53080

Thursday, August 8, 2019
8:00 am

Present: Mia Arter, Dan Davis (via phone), Mary Ann Christopher (via phone), Amy Levash (via phone), Ami Rosengren, Sunny Knutson, Jessica Tipkemper, Shelly

Absent: Jessica Jens, Becky Wollner

Handouts: Draft financial services proposal, draft Communications Committee charter

Call to Order: 8:04 am, reading of the Public Notice

- Item: Approval of July 11th and July 18th meeting minutes
 - Motion to approve the minutes
 - 1st – Ami Rosengren, 2nd – Amy Levash. Item passed unanimously.
- Item: Introduce & welcome Administrative Assistant
 - Shelly Schnitzer officially welcomed to the ROLES team
- Item: Approval of financial services proposal
 - CESA 6 provided draft proposal to provide financial support to ROLES
 - Potential overlap with NOSD contract discussed
 - Motion to accept proposal and allow for administration to negotiate a contract with CESA 6 for financial and accounting services as proposed with work to eliminate overlap and ensure that we are meeting our accounting needs.
 - 1st – Dan Davis, 2nd Mary Ann Christopher. Item passed unanimously.
- Item: Creation of PTO
 - Governance Council is open to a proposal for parents to form a PTO.
 - ROLES staff to articulate what Governance Council will and won't do, to inform scope of a PTO.
 - Governance Council intends to sign a Memorandum of Understanding with PTO once it is incorporated.
- Item: Discussion of Communication Committee
 - Draft communications plan to be presented at future meeting, outlining near term and must have needs.
- Item: Committee Updates
 - Governance Committee: Need to revise application form, will distribute in tiem for new member elections in September.
 - Finance Committee: none
- Item: Staffing updates and transition of responsibilities
 - Discussion of relationship between board and staff
 - Governance Council to complete Board on Track assessment
- Item: Enrollment update
 - Only Kindergarten has a remaining wait list – 70 total students to date
 - Heavy male enrollment for all grades except 2nd
- Item: Planning & Leadership Coordinator and Lead Teacher updates
 - WRCCS conference was very valuable; staff will share resources with Governance Council
 - Oakiwear arrived!
 - Bento boxes donated from Planet Box (\$5,000 donation)
- Dan – motion to adjourn, ami - second

Meeting adjourned: 9:33 1st – Dan Davis, 2nd – Ami Rosengren. Item passed unanimously.

Next Governance Council Meeting is Thursday, August 22 at 8:00 am.