

# The Riveredge Outdoor Learning Elementary School

## Governance Council Meeting ROLES Class Structure and Lottery Monday, June 29, 2020 at 7:00 AM

### Location

meet.google.com/qnx-pqnt-hph

OR by phone 802-466-2718 PIN: 440 604 081#

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 AM</b>
<b>A. Welcome, Record Attendance</b>		Mia Arter	5 m
Attendees who are not representatives of the ROLES Governance Council or staff are asked to share the names of adults in attendance in the chat function.			
<b>B. Call the Meeting to Order</b>		Mia Arter	1 m
<b>C. Agenda Overview</b>		Mia Arter	7 m
Review of the agenda and opportunities for comments from attendees other than Governance Council members and school staff. If those attendees have comments or questions, they can indicate that they would like to speak in the chat function (like raising a hand), but we ask that you do not submit your comment via the chat. If time allows during the discussion of each agenda item, attendees can voice their comments. If not, there will be an opportunity to speak or write during the Public Comment portion of the agenda.			
<b>D. Approve June 9, 2020 Meeting Minutes</b>	Approve Minutes	Mia Arter	1 m
<b>E. Approve June 12, 2020 Meeting Minutes</b>	Approve Minutes	Mia Arter	1 m
<b>I. Proposed ROLES Class Structure Policy</b>			<b>7:15 AM</b>
Review and move to adopt the proposed class structure policy, prepared by Ashley Gauger, Sarah Barron, Kayla Buser, and Ami Rosengren.			
<b>A. Review Proposed ROLES Class Structure Policy</b>	Discuss	Ashley Gauger	25 m
See attached for proposed policy by the Class Structure Team, which was also shared with current families for them to provide feedback. Also see attached a letter of concern from a family, which was received before the proposed policy was shared.			

	Purpose	Presenter	Time
<b>B.Adopt ROLES Class Structure Policy</b>		Mia Arter	5 m
Potential motion to approve the proposed Class Structure Policy			

**III. FY2020-2021 ROLES Lottery** **7:45 AM**

Review error made in the 2020 School Year Lottery process, and move to adopt one of the proposed options for correcting it, including draft family communications, prepared by Ashley Gauger, Mia Arter, and Sunny Knutson.

<b>A.Review ROLES Lottery Error and Correction Options</b>	Discuss	Ashley Gauger	15 m
<b>B.Vote on an Option to Correct Lottery Error</b>	Vote	Mia Arter	5 m

**IV. ROLES Administrator Job Description** **8:05 AM**

Review and move to adopt the proposed job description for a new position with ROLES - School Administrator - prepared by Amy Levash, Cecilia Guajardo, and Mia Arter, with input from Ashley Gauger, Sarah Barron, Kayla Buser, and Sunny Knutson.

<b>A.Review Draft Job Description</b>	Discuss	Amy Levash	13 m
The School Administrator will provide leadership to (1) establish and articulate the school’s philosophy - school "start up" work, (2) ensure a positive and collaborative school climate, (3) establish a collaborative, teacher-powered school environment, and (4) oversee operations of the school to ensure its long-term success.			
<b>B.Adopt School Administrator Job Description</b>	Vote	Mia Arter	2 m

**V. ROLES Updates** **8:20 AM**

Updates from ROLES Governance Council members and staff

<b>A.ROLES Governance Council Member Recruitment</b>	FYI	Mia Arter	5 m
Discuss recruitment process, led by Mia Arter, Becky Wollner, and Cecilia Guajardo.			
<b>B.Update on 2020-2021 School Year Re-Opening Plan</b>	FYI	Mia Arter	5 m
Update on Wisconsin DPI guidelines for safe re-opening of schools for the 2020-2021 school year amidst COVID-19 concerns. The Governance Council is soliciting proposals from school staff and external organizations to lead a ROLES Re-Opening Plan process.			

<b>C.Update on Facilities</b>	FYI	Dan Davis	5 m
Update on discussions with Riveredge Nature Center regarding cleaning standards, as well as the broader Facilities Agreement.			

	Purpose	Presenter	Time
<b>D.Updates from Staff</b>	FYI	Ashley Gauger	5 m

The teaching staff met on Thursday to discuss updates and tasks that will need to be completed over summer. The primary focus was a discussion of the need for a Reopening Plan for the fall. The whole staff will meet from 8-12 on Wednesday, July 1 to discuss the guidelines put forth by WDPI and create a plan and proposal for this work including the time needed and the intended outcomes. It is our hope to have this ready to share with the Governance Council for approval by the end of July so that returning and incoming families will have time to consider the plan.

Ashley is finalizing the updates to the Family Handbook. It will be ready to share for approval at the July meeting, so it can be submitted - per our contract - to NOSD on August 1st.

**VI. Other Business** **8:40 AM**

<b>A.Public Comment</b>	FYI		15 m
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Opportunity for reactions and comments from community members. Please note your interest in speaking in the chat function, so time can be allocated fairly. Comments will also be accepted via the chat at this time. No immediate response from the Governance Council will be possible until a future meeting.

**VII. Closing Items** **8:55 AM**

<b>A.Thank You and Conclusion</b>	FYI	Mia Arter	4 m
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Review action items taken at meeting. Review actions needed over the next three months.

<b>B.Adjourn Meeting</b>	Vote	Mia Arter	1 m
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