

## Riveredge Outdoor Learning Elementary School (ROLES) Governance Council Meeting

Riveredge Nature Center  
4458 County Road Y  
Saukville, WI 53080

Thursday, January 9, 2020  
4:00 pm

**Present:** Jessica Jens, Mia Arter, Becky Wollner, Ami Rosengren, Cecilia Guajardo, Sunny Knutson, Jessica Tipkemper, Brianna Stuczynski (for Board on Track item), Katrina Zaid (for Board on Track item)

**Absent:** Mary Ann Christopher, Amy Levash, Dan Davis, Mike Mullen

**Handouts:** none

**Call to Order:** 4:03 pm, reading of the Public Notice

- Item: Approval of December 9 meeting minutes
  - Discussion of moving Governance Council meetings to first Friday of the month at 8:00 am.
  - Motion to approve the minutes
    - 1<sup>st</sup> – Ami Rosengren, 2<sup>nd</sup> – Cecilia Guajardo. Item passed unanimously.
- Item: Public Comment
  - *none*
- Item: Board on Track Platform
  - Brianna provided overview of platform, will follow up with additional video resources.
  - Board and Lead Teacher assessment tool will be utilized annually to identify gaps. Board on Track provides recommendations, and staff are available to help interpret results.
    - Governance Committee to follow up before and after second assessment.
  - Members report shows Council demographic and skill overview.
  - Documents can organize internal and public records, including adopted policies, meeting packets, etc.
  - Resource section provides guidance on common questions.
- Item: Celebrations
  - IRS granted 501(c)3 status to ROLES!
  - Emergency toilet is installed and a big hit!
- Item: Update from Planning & Leadership Coordinator and Lead Teacher
  - Written format is very helpful to the Council.
  - Jessica Tipkemper to provide Projections for Forward addendum via email following the meeting; Teaching and Learning Committee to dive in.
  - Enrollment changed to 68 (21 Kindergarten students) after the completion of the meeting packet. Discussion of potential to fill the spot from a waitlist. Teaching and Learning Committee to consider it as a part of the Enrollment Policy before February meeting.
  - Discussion of gear and need for cleats for ice safety. Governance Committee to consider a gear policy to consider what ROLES provides and what is suggested to be provided by families.
- Item: Parent & Community Advisory Meeting
  - Plan an agenda to conduct a SWOT analysis as an opportunity for parents and communities to help provide input on internal and external context for ROLES.
  - Move the meeting further out to allow for additional time for advertising, finding a time that works for PTO officers.
- Item: Open Enrollment Process

- Outreach to current families to begin next week. Consider volunteer work to update brochure and flyer.
- Item: Policy Approvals
  - Motion to approve Relations with Parents Policy, Reporting Student Progress Policy, Web Content Services and Apps Policy as written  
1st – Becky Wollner, 2nd – Ami Rosengren. Item passed unanimously.
  - Motion to approve Child Abuse and Neglect Policy, Student/Parent Rights Policy, and Weapons on School Ground Policies with change to replace “School Administrator” and “District Administrator” with “Lead Teacher”  
1st – Mia Arter, 2nd – Cecilia Guajardo. Item passed unanimously.
- Item: Governance Council Plan of Work 2020
  - Discussion of February Governance Council agenda. Committees to consider work plans and make suggestions.
  - Discussion of a March retreat, potentially on Wednesday, March 4 from 4:00-7:00 pm.
- Item: Closed Session – *held for meeting with a quorum*

**Meeting adjourned:** 5:28 pm 1<sup>st</sup> – Ami Rosengren, 2<sup>nd</sup> – Cecilia Guajardo. Item passed unanimously.

Next Governance Council Meeting is TBD.