



# The Riveredge Outdoor Learning Elementary School Minutes

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## Date and Time

Wednesday, January 27, 2021 at 6:00PM CDT

## Location

Google Meet

All items slated for a vote may or may not be voted on during this session

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**Attendance:** Amy Levash, Brian Fortney, Bridget Pankonin, Korinne Haeffel, Pete Christy, Tera Rogers

**Public attendance:** Mike Mullen, Sunny Knuston, Sarah Fortney, Laura Wollersheim, Amy Pollard, Cindy Raimer, Sarah Newman, Kat Chronis, Christina Knoske

**Absent:** Mary Ann Christopher, Becky Jewell

## Agenda

### I. Opening Items

#### A. Call the Meeting to Order

**Amy Levash Called the meeting at 6:02**

#### B. Record Attendance

Approval of Agenda Brian motion, Korinne second. Motion passed unanimously

#### C. Approval of January 13, 2021 Minutes Brynn motion, Pete Second, Motion passed unanimously

### II. 2021-2022 Lottery **6:07**

#### A. Date and time No preference of dates sent May 6th, at 9:30- Lottery

### III. Administrator's Report **6:09**

Had first snow day, the communication went really well. Emily very proactive with her communication. Mike sent a note to parents about philosophy and more information about snow day. Met with NOSD today and discussed procedures. Sled dogs were in today. All students were involved. Enrollment update: Emily is doing a great job. Get enrollment applications in so students have a place next year. Preference comes to existing families. Applications will help determine staffing etc. Had the first info session last night. It went pretty well with a minor technology glitch. One a month for the next four months. Poster campaign going on. Putting them around in the next two weeks. Shout-out to Amy Pollard for social media increase. Mike created a video that has gone up on the website and social media. Continuing to dive into the budget for next year. Sunny and Mike started to have conversations with the finance committee. The teaching and learning committee met last week and will start to work on the calendar. Sending a survey out, hopefully tomorrow around virtual Friday's for next Fall. Parent information is critical.

### IV. Tomorrow River **6:16**

Meet and Greet- Amy and Mike discussed doing a virtual meet and greet with Tomorrow River. They are our mentor school. Will be good to learn from them. Mike has reached out and is waiting to hear back. Tomorrow River is also helping mentor our staff.

### V. Meetings- **6:20** Amy: The second would now be time for committees to meet. We will move to one meeting. The fourth Wednesday of each month.

### VI. Future Meeting Dates

- A. Spring Retreat: Something to be thinking about. We don't need to pick a date right now. Could discuss professional development or reflect on the year. Sunny will look at dates.

- 1. May Date- We will pick in the near future.

VII. Committees Structure **6:28**

- A. Expectations- Have an agenda and take notes/minutes. Email to Mike, Amy, and Sunny.
- B. Governance/executive committee- Could this be one committee. They would evaluate Mike. Mike would also not attend each committee.
- C. Adding Marketing Committee: Amy would like a separate marketing committee. Mike will post on Bloomz. Mike would like to see a year long marketing plan.

VIII. Committee Reports **6:35**

- A. Finance

- 1. Approve December financials and Quarter 2 financials. Tera Rogers- For December we ended in negative, but not concerning. Looking at how they submit grant claims. CESA 6 hands the claims. Pete Christy motioned, Brian second- motion passed unanimously.

- B. Facilities & Operations: Pete Christy- Jessica had brought up that we need to ensure that the classrooms are empty asap when school is completed.
- C. Governance Brian- The council met and discussed policies that were borrowed from CESA 6. The group went through the policies to finalize and assign them to committees. Sunny would like to put a plug in for the governance council folder. All the policies are in there and there is a separate folder for policies that have been approved. Mike said we need to take a policy and make a procedure. Having the committees have ownership will help keep everyone organized.

- 1. Policy Discussion

- [https://docs.google.com/document/d/1uAk\\_5akb4oZy-JZjK5l4GNV5FBEuFAXStMlgHo1CVec/edit?usp=sharing](https://docs.google.com/document/d/1uAk_5akb4oZy-JZjK5l4GNV5FBEuFAXStMlgHo1CVec/edit?usp=sharing)

- D. Teaching and Learning- Amy- Great meeting last week. Katie Popp is piloting the Prodigy music program as one option. Mike got a few options. Kiln- moving forward with it done by the mushroom. Mike and the 5th graders are working at a nature kiosk. Going to be a real fun project. Will be looking for parent volunteers for both projects. We will be starting to look at the school calendar for next year. Discussion around either 5 days in person or keeping the virtual Fridays. Mike is sending a parent survey for feedback. Discussed a little about wrap-around with YMCA. Sunny said the barn is licensed as a childcare site before and after school. Tera wants to know if that can be put on the next agenda. Tera- we need to be careful that we are meeting DPI requirements.
- E. PTO Liaison- Pete Christy- PTO has a couple of fundraisers going on. Pete coordinated with PTO about helping with clearing out classrooms at the end of the year.

IX. Public Comment **7:11**

- No comments

- X. WRCCS Governance Practice **7:12** Mike- Is there any document that we want to highlight? Mike met with Nick last week and he is delighted we are looking into this professional development. We could hire WRCCS to help give governance council professional development. We have money in the budget for professional development for the board. Amy agrees it would be money well spent. Amy liked the eight tips of what board members should do. Mike agrees. Mike will start reaching out to WRCCS to see about their timetable, cost and what the professional development would look like. Amy suggested we should read the next policies based on our policies for the next professional development assignment for next month. Committee agrees.

- A. [Wisconsin Resource Center for Charter Schools \(WRCCS\) document](#)

- 1. Review Governance Board Roles and Responsibilities
    - 2. Review Governance Board Meetings

XI. Closing Items **7:25**

- A. Adjourn Meeting Tera motions, Korinne seconds, motion passed unanimously. Adjourn at 7:25