



# The Riveredge Outdoor Learning Elementary School Agenda

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## Date and Time

Thursday, March 23rd, 2023 at 6pm

Virtual Meeting

Attendance: Amy Levash, Korinne Haeffel, Tera Rogers, Adam Eader, Brian Fortney, Diane Abbey, Pete Christy, Ami Rosengren, Sarah Neumann, Laura Wollersheim, Cindy Raimer, Nicole Blawat, Jessica Koepsell, Amy Pollard, Sara Christy, Chris Petersen, Darren Baalke,

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

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## Agenda

- I. Opening Items
  - A. Call the Meeting to Order
  - B. Record Attendance
  - C. Approval of Agenda
    1. Motion to Approve: Brian
    2. Second: Tera
      - a) Two amendments:
        - (1) Need to accept Todd Bugnacki's resignation
        - (2) Add Calendar, Policies, Safety Report, Committee Minutes, prior minutes to the consent agenda
    - 3.
  - D. Approval of Minutes
    1. [February 2023 Minutes](#)
    2. [March 13th Closed Session Minutes](#)
    3. [March 21st Closed Session Minutes](#)
  - E. Consent Agenda:
    1. Motion to approve the Minutes, Calendar, Packet of Policies, Safety Report, February Financial
      - a) Korinne motions for unanimous approval of the consent agenda
      - b) Diane Seconds
      - c) Tera: asked for clarification on the calendar - had to add an extra holiday in January that matches the other districts
      - d) Consent Agenda approved unanimously
- II. Accept Pete Christy's GC Resignation
  - A. Pete's resignation
    1. Motion to accept Pete Christy's resignation: Adam Eader
    2. Korinne seconds

3. Motion carried unanimously.
  - B. Discuss bylaws and parent seat on GC
    1. Bylaws limit parents on the GC to three - we currently have 3
    2. There is a parent who is interested
    3. Amy asked if we want to look at the bylaws to consider adding more parents
    4. We will have to review the bylaws soon as we make the changes from Riveredge
- III. Accept Todd Bugnacki's Resignation
  - A. Todd's Resignation
    1. Motion to accept Todd Bugnacki's resignation: Brian
    2. Second: Tera
    3. Motion carried unanimously
- IV. 2023-2024 Calendar Correction
  - A. [Calendar](#)
    1. Included in the consent agenda
- V. School Safety Drill
  - A. [School Safety Drill](#)
    1. Included in the consent agenda
- VI. Bid from Evolution Marketing and Digital Pollen
  - A. [Evolution Website Bid](#)
  - B. [Digital Pollen Website Bid](#)
    1. Korinne motions to approve the bid
    2. Diane seconds
    3. Bids have been approved
- VII. CESA6 Agreement for 2023-2024 School Year
  - A. Agreement emailed separately
    1. This communication is just for intent to consider partnering with CESA6
    2. The details will be sent at a later date
    3. Amy explained that it works similarly to how teacher contracts work. We express our intent to continue the relationship and services
    4. Tera confirmed and then added that during the next step would be where we can negotiate
    5. Korinne raised concerns about how some of the services have been delivered
    6. Brian spoke about how some of the discrepancies had been identified and addressed in a meeting between CESA6, Cindy Raimer and Brian Fortney on Tuesday of this week
      - a) Tera motions that we continue our partnership with CESA 6 for the 23/24 school year
      - b) Adam seconds
      - c) Amy Levash abstained from the vote
        - (1) All other members voted AYE
- VIII. Policy Work 1st Reading
  - A. Field Trips

1. Diane explained what she identified with respect what our responsibility is vs what lies outside of our responsibilities
2. Diane found a policy describing overnight field trips at MPS.
3. Amy asked if there was anything in the policy about what to do if there is only one member of one gender or the other
  - a) Diane responded that for overnights, you will need a male and a female chaperone
4. Tera was curious about the language and paddling day
5. Diane recognized that there would need to be something concerning a timeline so that the GC has the time necessary to approve field trips as needed

#### B. Counseling

1. Amy has looked for a counseling policy and hasn't found one
2. Korinne didn't see one when she was working on the folder of policies, but wasn't specifically looking for one
3. Tera isn't sure that it would need to be a policy. It could potentially be an MOU.
4. Korinne said that maybe there should/could be a policy about vetting potential counselors for using our site and maybe some criteria for discontinuing the relationship
5. General consensus between Amy and Tera is that the MOU addresses this.

### IX. [KidWind Nationals](#) Field Trip CO

#### A. Fundraiser or Sponsorship

1. Cindy explained the KidWind project to the GC members and what the students did at the competition
2. Cindy thinks it would be a fantastic opportunity to get the policy sorted and support with fundraising to send the team to nationals
3. Adam asked, "When is nationals?"
4. Cindy thinks it's the second week of May. Shared that Mrs. Servais has been working on some of the details and a potential price sheet
5. Tera asked how many students would be participating and how many days of school they would miss
6. Korinne asked if this trip would be considered remote learning or if they would be counted absent
7. Cindy explained that because ROLES is considered Blended, the students would not be marked absent.
8. Adam says that it sounds great and wanted to know if we need to vote on anything
9. Amy responded that we should vote on whether they can move forward
10. Amy asked about chaperones if not all the parents go and if they would be covered by our insurance
11. Cindy checked with the insurance and the students would be covered, and pointed out that the GC would need to finalize the policy with respect to the number of chaperones if not all of the parents go
12. Amy and Tera discussed that the motion should be to approve out of state travel
13. Korinne suggested that we should vote towards any fundraising efforts that may conflict with other fundraising opportunities for coordination purposes
14. In Tera's opinion it's perfectly fine for two different groups from the same entity approach a donor

15. Cindy pointed out there the is some potential cost to the school in terms of sub costs.
  16. Tera pointed out that the chaperone costs are usually rolled into the cost of the trip
    - a) Diane makes a motion to approve the Kid Wind team to move forward with pursuing this opportunity to attend the Kid Wind national competition in Colorado.
    - b) Tera seconded the motion
    - c) Motion carried unanimously
- X. Private Counseling on Site Approval of MOU
- A. [Fundraiser for "Angel Fund"](#)
    1. Only obligation of the school is to provide the site.
    2. No information will be shared with ROLES staff without consent from the parent or guardian
    3. Adam has a question about Blue Pines counseling.
      - a) Cindy replied with the background information
    4. Korinne made a motion to approve the MOU
    5. Adam seconded it
    6. Motion carried unanimously
- XI. Statement from Andrew Struck
- A. Ozaukee County Parks and Planning
    1. Andrew is working on a possible site that could serve as the schools new home
- XII. Trial/Mock Lottery
- A. Lottery is on May 11th, Thursday, therefore May 4th would be the mock run
  - B. We need three GC members present for quorum
    1. Amy
    2. Korinne
    3. Brian is a maybe
- XIII. Cindy Raimer as 2023-2024 School Year Admin Vote
- A. Working on evaluation process
  - B. We can't imagine there being anyone else who could take us through this
  - C. Korinne makes a motion to extend the administrator contract for Cindy Raimer through the 2023/2024 school year.
  - D. Diane second
  - E. Motion carried
- XIV. [Future Admin Evaluation Process](#)
- A. Adam has reached out to NOSD and WRRCS to help us find an evaluation process that is more formal
  - B. Sarah from WRRCS provided quite a bit of good information on an evaluation
  - C. Adam put together a brief presentation to share what he's been working on
    1. Put together an annual ROLES school administrator evaluation
    2. Defines roles

3. Sarah pointed out that the GC would focus on certain areas of the evaluation and CESA6 would focus on other aspects
4. Evaluation committee = GC but could be a subset
5. Recommend taking a look at the job description for the Director of Ed.
6. Put together an evaluation instrument with process and timeline
7. Solicit feedback from Cindy on the process
8. Improve transparency and communication
9. Well help with Cindy's development and accomplishing her goals
10. Noted that its a year-round process, starts with documentation
11. Review the process, documentation, check ins

XV. Admin Report

A. [Admin Report](#)

XVI. Committee Reports

A. Financial

1. February Fiancials emailed separately

B. Facilities and Operations

1. There was a ticket for a heating issue in the 5th grade yurt that was directed back to RNC
2. Have been having discussions about three sites that are up for consideration
3. Have also been looking into other potential properties, may start reaching out to property owners who own land that meets the criteria that was established through formal letters
4. Have the second meeting with the architectural firm on the 31st to see the first draft of their work

C. Exec Committee

1. Top priorities - enrollment and lottery process
  - a) Intent forms need to be turned in today to secure a seat
2. Discussed high-level budget and staffing levels
3. Identified the need for field trip policy
4. Need to get the perception survey out

D. PTO - no minutes were submitted this month

XVII. Future Meetings

A. Propose 2 meetings a month: Working Meeting and Business Meeting

1. Business meeting - with voting, public comments, etc.
2. Working meeting - first readings and related work
3. Brian is in favor of adding working meetings
4. Tera pointed out that it's nice to have working meetings to get into the details that we can't reasonably get into during the business meetings
5. Amy will send out an email to gauge availability

XVIII. Public Comment

A. Public Comment

1. Amy Pollard suggested that the business meeting be virtual. Makes it easier for the families to come on and participate

XIX. Closed Session

Motion to go into Closed Session

- A. Pursuant to section 19.85 (1) ©Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

1. **Tera made a motion to go into closed session.**
2. **Adam seconded**
3. **Diane - Aye**
4. **Korinne - Aye**
5. **Brian - Aye**
6. **Adam - Aye**
7. **Amy - Aye**
8. **Tera - Aye**
  
9. **Diane made a motion to go into open session.**
10. **Korinne- seconded the motion**
11. **Diane - Aye**
12. **Korinne - Aye**
13. **Brian - Aye**
14. **Adam - Aye**
15. **Amy - Aye**
16. **Tera - Aye**

XX. Items up for vote from closed session

- A. Tera made a motion to approve teachers, and admin assistant for the 2023/2024 school year.
- B. Adam seconded the motion
- C. Motion carried unanimously

XXI. Closing Items

- A. Adjourn Meeting
1. Korinne made a motion to adjourn
  2. Tera seconded
  3. Motion carried unanimously

[2022-2023 School Year Governance Council Meeting Dates](#)

-April 27th, 2023 at 6pm

-May 25th, 2023 at 6pm

[Summer Governance Council Meeting Dates](#)

-June 22nd, 2023 at 6pm

-Tentatively No July Meeting (unless urgent business arises)