

## **Coulee Montessori Governance Board Minutes**

April 24, 2014 Roosevelt/CM 5:30 p.m.

### **Call to order at 5:36**

**Attendance:** Kim Shively, Danielle Sprain, Rebecca Duncanson, Becky Misch, Laura Huber, Tina Thomas, Michelle Schreder, Erin Hoy, Nikki, Rislow & Deb Jaskewicz (teacher reps)

### **Guests in attendance/Public Comment:**

#### **Secretary's Report:**

1. March minutes approved

**Treasurer's report:**

Beginning balance:	\$7,421.24
Paid out:	\$125.45
Deposits:	\$498.30 (Read-a-thon)
End balance:	\$7,794.09

1. Request for up to \$125 for bridging ceremony for 3<sup>rd</sup> and 5<sup>th</sup> graders approved.
2. Teachers will be receiving money for classroom supplies in May rather than August.

#### **Principal Murray's Report:**

1. Working on writing timeline and deadlines for charter renewal.

#### **Principal Huber's Report:**

Plans for next year are progressing...

1. Teachers met with some recommendations for the use of technology in the new building. We are meeting with district staff to move forward.
2. Teachers met with district staff to make rug recommendations for new school.
3. We have begun the development of the class schedules for next year. We are looking to have all of the CM specials in the afternoon or right away in the morning. This will allow us to have the 3 hour uninterrupted work period as designed by Dr. Montessori
4. I toured the new building today and the downstairs CM classrooms are painted and beautiful. The upstairs E2 is enormous and almost ready to go too.
5. Teachers are meeting with Buildings and Grounds staff regarding planning for the move. At this point in time, it looks like we will move in towards the end of August
6. We have been doing a lot of scheduling for the next year including concerts (we are trying to have all of CM school at the same time/date), family nights, SET meetings (Kim suggested a few dates that will work really well!)
7. Miss Nikki has accepted a full time position with us so she will be our full time Children's House teacher along with Miss Rene
8. The playground will likely be the last part of the school to be installed. It is important to have all of the machinery be able to maneuver safely without knocking down equipment.
9. We are planning to have all of CM have lunch together at the new school. This will help further develop our family style structure within the school.
10. Open Enrollment closes at the end of April. We should know more about additional students at that time.

**District-Wide Parent Committee:**

1. No report presented

**Fund Raising Committee:**

1. 12 participants in Read-a-thon
2. Original Works - art work due on April 28 and sent in during the week with items shipped to students mid-May. Hope for Mother's Day but don't get your hopes up. :)

**Outreach Committee:**

1. Thank you received from staff for conference meals
2. Check from Rotary Lights in the amount of \$225
3. Check with main office to see if they can offer any assistance on the directory

**Education Committee:**

1. See information under New Business #3

**Old/Unfinished Business**

**1. Charter renewal**

1. Schedule needs to be created for writing the charter so it is done thoroughly and thoughtfully.
2. Teachers/Charter writing committee will send updates on the charter to the board as sections of it are written.

**2. New board member recruitment**

*1. Recruitment:*

1. Letter was sent to all Montessori parents about becoming a board member. Interest forms are due back April 25.
2. Contacts have been made with community members soliciting interest for the Montessori board.

*2. Spring board election:*

1. Kim will send a roster of people running for a board seat. People running will be asked to submit a letter of interest. These letters will be distributed to the board.
2. Kim will work with Laura Huber to set up voting through SurveyMonkey.

*3. Board term re-alignment:*

1. Ending terms has gotten "lop-sided" - only 2 terms ending in 2014, but 6 ending in 2015
2. To even out the expiration of terms, the board unanimously passed the following motion presented by the nominating committee:
  1. Michelle Schraeder's term will run through May of 2016. She will be eligible to run for a second term from 2016-2018.
  2. Erin Hoy or Becky Misch's term will be extended by one year ending in 2016. One will serve a regular 2 year term that ends in 2015 and one will serve a three year term that ends in 2016. Both will be eligible to run for a second term.

**BOARD MEMBERS 2013-14 AND UPDATED TERMS**

TINA THOMAS	2014 (not re-applying)
REBECCA DUNCANSON	2014 (not re-applying)
KIM SHIVELY	2015 (2 <sup>nd</sup> term)
DANIELLE SPRAIN	2015 (2 <sup>nd</sup> term)
ANN EPSTEIN	2015 (eligible for 2 <sup>nd</sup> term)

ERIN HOY 2015 (or 2016, eligible for 2<sup>nd</sup> term)  
BECKY MISCH 2016 (or 2015, eligible for 2<sup>nd</sup> term)  
MICHELLE SCHRAEDER 2016 (eligible for 2<sup>nd</sup> term)

### **New Business**

1. **CM conferences next year/Setting our own conference dates**
  1. Danielle will follow up on this option with Dr. Salarno at Hogan
  2. Teachers to put together their ideal conference dates for next year. They might chose the ones Administration already picked (non-school days) but want to give the teachers an option to have those days off to do training or readings that they need to complete for their certification or professional development.
2. **Year Round School:**
  1. Early signs of success at Hamilton Elem.
  2. The board will invite Hamilton principal, Steve Michaels to present to board next fall. Would also need to have a parent and teacher representative. Board and staff should prepare questions ahead of time
  3. The La Crosse district, along with several other area school districts, is pursuing a hybrid-type year round schedule. This is being submitted to DPI for approval.
3. **AB549 Bill** is a bill that seeks to eliminate instrumentality charter schools in the state of Wisconsin. Coulee Montessori is an instrumentality charter school. Wisconsin Charter School Association supports this bill which was NOT passed in the last session. The bill was sponsored by representatives all from one political party and all from the Milwaukee area.
4. **Board Education Conference**
  1. Kim is working on getting a presenter or lining up a webinar for all board members.
  2. So far searches with Wisconsin School Board Assoc., Wisconsin Charter Schools Assoc., and Minnesota Charter Schools Assoc. have not turned up the right opportunity for our board education.
5. **End of Year Reports/Goals**
  1. Each committee (Fundraising, Education, and Outreach) will prepare a Year End Report with information about what was accomplished or in process and goals/vision for 2014-15
  2. Time will be spent at the May meeting to discuss goals for 2014-15. These will be fine-tuned at the August meeting
6. **End of Year Picnic:** Information will be coming from Ms. Rene on this end of the year event.

Meeting adjourned at 6:50 p.m.

Coulee Montessori Education Committee  
2013-2014 Report to Board  
May 12, 2014

### **PARENT EDUCATION**

The primary focus of the education committee this past year has been to enhance parent understanding of Montessori education. The Coulee Montessori Education Committee offered two opportunities for families, teachers and administration to learn about the Montessori method and philosophy through a book club type setting. Both centered on *Montessori Today* by Paula Polk Lillard. We identified key points in Lillard's book on handouts that were shared with participants.

Despite advertising through a flier that was sent home with students and put into the school newsletter, attendance was low. Three parents (including one board parent) joined us for the first discussion, held

November 14th. Principal Huber and one parent (a former board member) joined us for the second discussion held at Roosevelt School on January 30<sup>th</sup>.

While both discussions were rich and informative for those of us who participated, a different avenue is needed for future events. One suggestion is to offer discussions during one (or more) of the Family Fun Nights. We could survey families at the August Open House to determine topics of interest. We look forward to providing a more effective way to assist families in understanding the unique power of Montessori education.

#### STUDENT EDUCATION

In the realm of student education, a future endeavor for the education committee is to gather information from administration and staff on testing of CM students (including but not limited to: what tests are done, when and how often, number of instructional hours used for testing, benefits and drawbacks of the tests).

#### TEACHER EDUCATION

There are continuing education opportunities for staff through on-line courses, St. Kate's, and national and regional conferences. We would like to look at ways the board can financially support our staff in attending. This could include specific teacher requests or creating a yearly rotation where teachers are granted money to attend a class/conference. We would also like to extend this support to TA's and Encore staff. With the move of Northside and Coulee Montessori schools into one building, CM will have a more consistent Encore staff than when there were two buildings, and the education committee would like to reach out to them with opportunities to learn more about the Montessori method.

Additionally, we know that hiring new or additional staff with (or willing to get) a Montessori certification can be challenging. The education committee would like to work with administration to connect with Montessori education programs and other venues so we can be on their radar as a potential job destination for their graduates.

Respectfully submitted,

Kim Shively and Ann Epstein

# Fundraising Report : 2013 – 2014 School Year

The fundraising committee is designed of several parent volunteers with Board Members, Danielle Sprain and Erin Hoy, and supportive parent Mary Temp assigned as Co-chairs of Fundraising. We met on September 26 to discuss fundraising scheduled events for the 2013 -2014 school year and brainstormed on future fundraising events. For the school calendar year, we had the following scheduled fundraisers:

October 2013: Egg Roll Sales

Nov/December 2013: Fruit Sales

February 2014: Soup Supper

April 2014: Rummage Sale

April/May 2014: Original Works

Continuous Box Tops/Milk Caps

Our **Egg Roll** sales brought in \$1106.66

The **Fruit Sale** was not held due to incomplete information with fruit vendors.

We met on January 16 to discuss **Soup Supper/Silent Auction** event that was scheduled for February 20 but due to weather was rescheduled for March 6. This fundraiser brought in \$2674.81

We did not hold a **Rummage Sale** due to the site of Lincoln Middle School not having a Rummage Sale and did a BBQ/Bake Sale instead.

We added a Read-A-Thon for the first time which 12 children participated in and brought of \$498.30.

In regards to **Original Works**, the amount earned is still in progress but we estimate approximately \$400.00

**Box Tops/Milk Caps** brought in \$814.39

For the 2014-2015 school year, we are planning to continue the Egg Roll and Soup Supper/Silent Auction Fundraisers. The committee continues to discuss and investigate new ideas such as Applebee's Pancake Breakfast, Barnes and Noble, continue Original Works and Read-A-Thon as well as possible fruit/coffee/fudge sale.

Please send any ideas to Danielle, Erin or Mary. All thoughts and volunteers are welcomed!

Thank you for a successful 2013-2014 Fundraising year. We could not have done it without you!

## **CM Outreach Committee 2013-14 School Year Overview**

The Outreach Committee consisted of Rebecca Duncanson, Mia Strong, Cathy Fuchse, and Jade Mosefi. We had some new faces at our last meeting and volunteers for various activities.

The Outreach Committee has been planning, organizing and implementing the meals for school faculty and staff for several years now in conjunction with the North Side PTO. This year we planned for about 50 people due to the building being combined into one site. Both Spring and Fall Conference meals went well. Most items were donated.

Once more the Outreach Committee signed Coulee Montessori up for Rotary Lights. This year the Tree was decorated with pink lights to represent the pink tower and hands to represent the hands on learning which is integral to the Montessori Education. Our volunteer time had 6 people working at the Rotary Light's warehouse assembling gigantic candy canes. We spent a couple days creating and designing the float thanks to contributions of Jeremiah Kaiser's garage and trailer and our attempts at creating a snow globe effect. The front of the float was full of children. The float won 3<sup>rd</sup> place.

Cathy Fuchs gave a presentation at The Parenting Place and we are working on setting up another presentation. There has been discussion about presenting at La Crosse Montessori and possibly Graceful Gardens Montessori in West Salem.

Orders were place for the school store and school T-shirts this spring and are expected to be ready in the next 1 to 2 weeks. The was discussion about altering the color of the T-shirts or otherwise make them more appealing to buy for those who already have them.

# End of School Year 2013-2014

## Treasurer Report

In August 2013, our school year began with a beginning balance of **\$6,174.06**.

We had the following deductions (Checks 1318 – 1345):

### August 2013

School Store purchase reimbursements	\$584.97
Book making	\$200.00
9 I pad covers	\$159.03
Mailing soup labels and box tops	\$ 11.95

### September 2013

Nothing

### October 2013

8 teachers for school supplies	\$2400.00
Open House Ice Cream	\$ 65.00
Amazon – Peaceful Classroom Books (6)	\$ 89.51

### November 2013

Egg roll supplies	\$489.34
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### December 2013

Nothing

### January 2014

Conference Meal Reimbursement	\$47.94
Test Snack Reimbursement	\$50.00
Coulee Parenting Connection Ad on line	\$56.25
4 I pad covers	\$60.84

### February 2014

Nothing

### March 2014

Mailing soup labels and box top	\$18.93
Cash for soup supper	\$75.00

### April 2014

Ink reimbursement for soup supper	\$62.19
Storage Totes	\$63.26

May 2014

Original Works Orders	\$1489.50
Conference Meal Reimbursement	\$ 18.59
Northside Elementary ½ box tops	\$ 148.83

**Total Deductions: \$6,091.13**

We had the following deposits:

August 2013

Store Purchase Deposit	\$ 50.00
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September 2013

Nothing

October 2013

Nothing

November 2013

Egg Roll Sales	\$1596.00
Checks from 2012-13 school year never cashed	\$345.50

December 2013

Nothing

January 2014

Milk Caps	\$371.90
Last egg roll sales	\$ 56.00
Box Tops	\$222.14

February 2014

Nothing

March 2014

Box Tops	\$ 102.40
Soup Supper Meal	\$ 909.00
Soup Supper Donation Items	\$1903.00

April 2014

Read-A-Thon	\$498.30
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May 2014

Rotary Lights	\$ 225.00
Box Tops	\$ 297.66
Original Works	\$1489.60



**Total Deposits: \$8066.50**

On May 15, 2014, our balance is **\$8,149.43**

At the time of this report, we still have an approved deduction of \$125.00 for E1/E2 bridging ceremony and expecting a deposit of approximately \$400.00 from Original Work orders.

Sincerely,

**Danielle Sprain, SET Treasurer**