

School Effectiveness Team Meeting notes, 8/20/19

Nathan Warnberg, Secretary

August 21, 2019

In Attendance

Quorum is present (at least 2/3 of the board members and one teacher)

- Brian Merkey (President)
- Vie Matty (Treasurer)
- Nell Saunders-Scott
- Amanda Luedtke
- Kraig McCoy
- Carol Powell
- Nathan Warnberg
- Laura Huber (CM Principal)
- Melissa Murray (CMAP Principal)
- Laura Carlson (CMAP)
- Mariah Bigelow (CM)
- Sara Jorgensen (CM)

Abbreviations

- School Effectiveness Team (SET)
- La Crosse Montessori Pre-School (LMP)
- Coulee Montessori (CM)
- Coulee Montessori Adolescent Program (CMAP)

Meeting

0.1 Assign Minute Taker

Nathan Warnberg assigned as minute taker.

Call to order

Meeting called to order at 5:36 pm by President Brian Merkey.

Approval of Agenda

No additions to the agenda.

Approval of Minutes

No action taken.

Treasurers report by Vie Matty.

- Error in May report explained.
- June report given
- July report given
- August report given
- Motion to approve the correction to May treasurer's report, approve the June treasurer's report, approve the July treasurer's report and the August treasurer's report by Brian Merkey, seconded by Amanda Luedtke. Motion passed unanimously.

Vote in members for 2019 - 2020 school year

- Eric and Beth Crammon (sp?) are interested in joining SET.
- Nathan Warnberg contacted Nizam Arain and his wife Mahruq Khan about joining SET.
- No voting occurred.

Vote on officers for 2019 - 2020 school year

- Brian is still interested in being President.
- Nell has ben transitioning with Vie to take over treasurer duties.
- Calls for secretary and vice president were made.
- Nathan Warnberg offered to be secretary.

- Carol Powell offered to be Vice President.
- Motion to approve Brian Merkey as President, Carol Powell as Vice President, Nell Saunders-Scott as Treasurer and Nathan Warnberg as Secretary for the 2019 - 2020 school year made by Brian Merkey, seconded by Amanda Luedtke. Motion passed unanimously.

SET Bylaw Revisions

- Bylaw revisions (see SET Bylaws Draft @ 2019-08-13) were discussed
- Motion to approve Bylaw changes as seen in SET Bylaws Draft @ 2019-08-13 with a modification in Section 3.8 to \$75 instead of \$50 made by Brian Merkey, seconded by Amanda Luedtke. Motion passed unanimously.
- Ask Devita Molly if the school district needs a copy of the revised Bylaws.

Charter Update

- Discussion of School Charter updates. In addition to the old updates, we added language to section 7, Page 11 about the principal's having some background in the Montessori philosophy.
- Motion to approve School Charter updates made by Brian Merkey, seconded by Kraig McCoy. Motion passed unanimously.

Open House on 8/27 Final Planning

- Discussion of Open House.
- Vie contacted Shelly Johnson (CM School Nurse) about inviting businesses/services from the community that parents might be interested in to have a table at the open house. Shelly was caught off guard, not sure how much of a turnout we will have.
- Set-up at 5:00pm, Nathan and Kraig will be there to set up.
- Open house at CMAP on 8/19 for 6th graders was mentioned, we missed it, we will be there next year.
- Another open house at CMAP on 8/28 was mentioned, we will be there. 4:00 - 5:30pm.

Preliminary 2019-2020 budget

- Nell presented preliminary budget.
- Discussion of how SET funds should be transferred to teachers/schools.
- For big expenses we donate money to the school and they take care of the invoice.
- For small expenses from the teachers we have the teachers provide receipts and we pay them back directly. Note, we should not reimburse the tax incurred.

- Laura Carlson requested funds for a new rug (\$90) and two charging stations for iPads so students do not take them home overnight (\$60 each).
- Motion to approve the purchase of the rug and charging stations for \$250 made by Brian Merkey, seconded by Nathan Warnberg. Motion passed unanimously.

Parent Education Night on 10/3

- We decided against the technology forum, too divisive.
- We are going to show Inside Montessori instead.
- 6:30 - 8:30 with snacks, no child care, in Library at CM.
- Sara Jorgensen will fill out the building use form.
- Final details will be discussed at September meeting.

Enrollment Working Group(s)

- Enrollment is a perennial issue.
- Two transitions: LMP → CM and CM → CMAP.
- We should consider reaching out to Campus Child Care as well to recruit for CM.
- Nikki Rislow and Carol Powell have formed the LMP → CM transition group.
- E2 and CMAP are considering more visits to each other to help the CM → CMAP transition.

Announcements

- Road construction near drop-off is going to be difficult. Suggest paring two blocks away and walking.
- New district wide policy on illness and family vacation excused absences. Absences with a doctor's note are not counted against the family. However, parent excused illnesses and family vacations do count. If the count reaches 5, a note will be sent home. If the count reaches 8, a meeting with the family and Laura Huber/Shelly Johnson will be arranged. If the count reaches 10 a truancy warning will be sent home. If more absences accrue after this, a truancy ticket will be issued (approximately \$300).

Motion to adjourn meeting made by Brian Merkey, seconded by Nathan Warnberg. Motion passed unanimously.