

Coulee Montessori SET Minutes

August 15, 2023 5:30pm @ Coulee Montessori/Northside Library

IN ATTENDANCE (Board Roster):

Kim Shively	Willie Bittner	Alexis Brandow	Cami Fuller
Alex Hiller	Deanna Maynard	Amy Merkey	Kathryn Wiegrefe
Mariah Bigelow	Sarah Bradle		

All present at meeting except: Alex Hiller, Kathryn Wiegrefe, Willie Bittner

This month's second voting teacher rep: Miss Nikki

Other attendees:

Jenna Anfang
Madie Adams

CALL TO ORDER

Public Comment - None scheduled

GOVERNANCE TOPICS

School Performance and Student Work

- Greenhouse: we have all the money for the greenhouse and are in contact with Yia (person who we are buying it from)
- Almost ready to order (hopefully by Monday!) - just waiting on footings

Principal's Report

- Remind: still planning on using it this year (will get more information soon)
- Whole building is part of the "Community School" - through NEA
 - September meeting: explain foundations of what a Community School is
 - Family nights monthly this year under leadership Jenna Anfang, the new school community coordinator
 - Working on making Coulee Montessori a part of the Community School
- Playground
 - Plan from Buildings and Grounds is to put install swings and chips at the same time
 - The swings are here but install has been pushed back due to Central fire
 - Install date unknown at this time
- Specialists
 - Summit specialists come over at the end of the day
 - Southern Bluffs specialists are at CM in the morning
 - CM Guidance Counselor (mostly with Children's House and E1) - Alyssa Underwood
- Principle responsibilities moving forward
 - Liaison between us and Hogan
- Zones of Regulation Room
 - No open rooms in building to create a zones room and no staff to run it

- Creating more break spots throughout the building as a alternative

District Wide Parents

- Group of parents that meet once a month with administration to talk about what is going on in schools
- Each school can have two reps in this group
- Meetings are virtual once a month
- We are looking for two people who would be willing to be the CM reps - Reps take notes and submit that report to SET

Procedures

- Still a work in progress
 - How meetings work and contact info
 - Password info for email and drive

Goal Setting

- Family Directory - waver active consent with a google form at open house with iPads
 - Sarah will connect with SOTA I about sharing their form
 - Have iPads for parents to sign up for Remind and the directory at open house
- Moving PTO type jobs to more school parents so SET members (current and future) can focus on board work.
 - Create a giving tree with things to donate, talents/time needed at open house
- Class Parent: Recruit parents at open house
 - Event help
 - Assisting with classroom tasks/making materials
 - Classroom parents will need to do a background check
- Becoming a forest school
 - Busing costs are being figured out - it changes because of gas prices
 - \$200/bus estimate; up to \$600/mo for all students to travel
 - \$5400 for the school year
 - Deep Roots Farm - write a grant to make something like this possible - Mariah will contact to see how much it would cost
 - SET would cover bussing and grant would cover experience cost
 - It would be nice to go somewhere consistently to create a sort of a "home base"
 - Start with monthly outings, all grades
 - We could use this time as a community group time (mixed group of grades that is consistent each time)

Open House Prep

- Vision screening with Lion's Club and other community groups - get better signage so parents know who is there

- Send furniture needed for open house to Sarah and custodians will make sure it is there

Stop the Bleed class

- A class talking about the importance of knowing how to stop severe bleeding in an emergency scenario
- If we can get a group of ten people, we can have a training for free
- Sarah will check in with safety committee to see if Coulee and Northside can get training together

Student Behaviors and Response

- Ongoing topic for the board
- We want all students to be able to enjoy and learn in their classrooms

PTO TOPICS

Secretary's Report

- Approved in May

Treasurer's Report

- No Report to approve

All School Fundraiser

- Hike-a-thon Scheduled for Friday evening, Oct 20th (pending approval by city)
 - Fundraiser will run Oct. 9th - 20th
 - No fire permit allowed for the bluffs so we need another way to light up parking lot
 - Lanterns
 - Lights
- Glazers from kwik trip (for 25 cents (Cami)) instead of s'mores
- Hot Chocolate
- We need about 10 people helping from set up to tear down
- Melissa will show us how to make the website - search for a data entry person at our open house for her to train (request on the tree)
- *When we have a team we can go over a training with our Get Moving fundraising coach
 - Fab 5 team (Laura Moize is willing)
- Notes from last fundraiser is in the drive under the title "Fundraising"

Teacher Stipends

- \$300 for each teacher
 - We should consider raising it, but teachers should expect to get at least that amount
- New Classroom has material needs
- What are your top three wants/needs for your classroom?
 - How much would that actually cost?

- Teachers share budget made last year with SET
- What do teachers need and how can SET help?
- Let's plan ahead so that we can cover classroom costs and bussing for forest school travel

Travel Money

- See Goals and Forest School
- Touch base again about this next month

Governance Board Topics

Item	Presenter	Time	Notes
School Performance/ Sharing student work	Staff		- Greenhouse update
Secretary	Kim	5-8	Someone is needed to step forward in the role of secretary. This role cannot be left unfilled. At its simplest, the secretary takes notes at the meeting and sends them out to the board within one week.
Principal Report	Sarah Bradle	15	<ul style="list-style-type: none"> - What is your understanding of your role on SET? - Update on how/if Remind will be used - Community School-Nicki was working on CM also having a Comm School designation - Playground Updates - Swings and rubber chips(Willie)
Districtwide Parents Update	Amy	5 min	Amy sends out DWP notes before our meeting and will answer questions any of our questions at the SET meeting - no meeting yet to report, but we could use one more DWP rep
Procedures Confidentiality and Conflict of Interest docs	Kim	10	Procedures Review, ask questions, and sign <ul style="list-style-type: none"> - Ethics Agreement - C o I Policy

Goal Setting	Kim	20	<p>Here are the ideas we started in May: Goals 2023-2024 This must be read prior to the meeting. Add your ideas to the doc - both new ones and additional thoughts and questions on what we already started</p>
Open House Prep Weds, Aug. 30 5:30 - 6:30	Kim	15	<p>Our opportunity to meet families and recruit volunteers for school events</p> <ul style="list-style-type: none"> - Open House FAQ - updates needed - Open House Jobs - Open House Prep
Stop the Bleed class	Alexis	5	First Aid for more significant injuries
Student behaviors and response plan	Alexis	5	<ul style="list-style-type: none"> - Behaviors CM teachers encounter, the current response plan, and if they think that's doing the job. - Introducing topic today for further discussion in September
<p>Old Business</p> <ul style="list-style-type: none"> - Office newsletter / Remind - Community Schools - SPACE - Morning Greeters (morning safety) 			<p>This list is included in case we need to follow up on past discussions. Feel free to add anything I have missed.</p>

PTO Topics

Item	Presenter	Time	Notes
Secretary's Report		2 min	Approve minutes from May (or did we do that already?)
Treasurer's Report	Alex	5 min	Current balances Funding requests - none received this month
All-School Fundraiser!!	Amy	15	- Recruit a team of volunteers - how many are needed? -
Teacher stipends	Amy	5 min	- how much to give each classroom teacher? - specialists as well? Ex: Ms. Wildt's amazon list - new E1 classroom materials
Travel money	Kim, Alex	5	How much money could be available for more outdoor learning for CM students.
Other Business			

Adjourn