

# Stephen Foster Elementary Charter School

## Charter Board Meeting Minutes



**Date:** Tuesday, September 10, 2019 **Time:** 6:00 pm **Location:** Foster LMC

**FREE CHILD CARE AVAILABLE FOR ALL AGES**

### Mission

Stephen Foster Elementary Charter School creates partnerships among students, staff, parents and community members to serve a diverse population of learners comprised of neighborhood and open enrolled students in grades PK-6.

### Vision

Stephen Foster Elementary Charter School develops independent learners who: honor diversity; show respect for themselves, others, and the environment; and seek to use their unique strengths to lead efforts to improve the world around them.

Time	Topic / Discussion Item	Facilitator
6:00 pm 2 min	Attendance 1. Karen Noel 2. Kraig Knorr 3. Shane Kohl 4. Scott Shipps 5. Susie Buche 6. Tracy Groth 7. Katie Boegh 8. Jen Morales 9. Melissa Schmidt 10. Dennetra Williams (Excused) 11. Tami Webb (Excused)	Katie
6:02 pm 3 min	Call to Order, Approval of Minutes Motion to approve Shane Seconded Scott	Katie
6:05 pm 10 min	Administrator Report A. Building Updates a. New Staff i. Mikayla Letteau, 5/6 ii. Aaron Shoemaker, Spec. Ed. iii. Jen Morales from Spec. Ed. to Dean iv. Lynsi Peterson to Health Aid v. Vacancies: School Counselor (.6), ELL Interpreter (.5), Title 1 (.5) B. Curricular Updates a. CSIP goals (Continuous School Improvement Plan)	Karen

	<ul style="list-style-type: none"> <li>i. Forward data shows lower scores in ELA and math from ELL and Special Education students as compared to regular education students.</li> <li>ii. Staff from regular education, special education and ELL will be working toward cohesive education of students to try and minimize those gaps. Goals have been set for the 2020-2021 school year.</li> </ul> <p>C. Assessment Updates</p> <p>D. Title 1 Updates</p> <ul style="list-style-type: none"> <li>a. Parent Reading Night-9/13/19 <ul style="list-style-type: none"> <li>i. Reading strategies, data share, kid activities</li> </ul> </li> </ul> <p>E. District Updates</p> <p>F. Other</p> <ul style="list-style-type: none"> <li>a. Karen will be sending out notifications-anything charter wants to be pushed out let her know!</li> <li>b. Student Advisory Committee (Karen to lead) <ul style="list-style-type: none"> <li>i. Interview and book study</li> <li>ii. Global Leader T-shirt-possible fund request (\$10.75/shirt) Could get funding from other sources as well. Board responded favorably to idea of each future recipient receiving a shirt in their awards package along with gifting all previous winners with a shirt as well.</li> </ul> </li> </ul>	
6:15 pm <b>10 min</b>	<p>Business Services (<i>Budget</i>) Committee</p> <p>A. Finance Update</p> <ul style="list-style-type: none"> <li>a. Funds requisition form, will be up on the web after 9/10/19 staff meeting presentation-update to be made to add correlation to CSIP goals/curriculum</li> <li>b. Board has approx \$30,000 in account</li> <li>c. Shane to meet with Mary to finalize documents, create budget report to share at each full board meeting</li> </ul> <p>B. Scrip Update</p> <ul style="list-style-type: none"> <li>a. Phasing out by the end of the school year, discussing when/how to sell off collection</li> </ul>	Shane
6:25 pm <b>10 min</b>	<p>Programs and Services (<i>Curriculum</i>) Committee Report</p> <p>A. Review charter for gaps to close based on curriculum</p>	Scott
6:35 pm <b>10 min</b>	<p>Policy Review (<i>Nomination</i>) Committee Report</p> <p>A. Teacher Vacancy</p> <ul style="list-style-type: none"> <li>a. With resignation of Nicole LaBarge another staff is required to fill position</li> </ul>	Shane

	B. Parent Involvement Night <ul style="list-style-type: none"> <li>a. Post poned to November 12th board meeting</li> <li>b. Karen to send out an alert to drum up attendees</li> </ul>	
6:45 pm <b>10 min</b>	Technology Ad Hoc Committee Report <ul style="list-style-type: none"> <li>A. Marquee Update (Karen)             <ul style="list-style-type: none"> <li>a. District gives \$5000, cost ranges \$17,000-20,000</li> <li>b. Maintenance costs as well</li> <li>c. How are other buildings funding?</li> </ul> </li> <li>B. Update Website Member List</li> <li>C. Social Media Connection (New Business 9/10/2019)</li> </ul>	Katie
6:55 pm <b>5 min</b>	Old Business	Scott
7:00 pm <b>5 min</b>	New Business <ul style="list-style-type: none"> <li>A. Social Media Connection             <ul style="list-style-type: none"> <li>a. Assigned to Technology Committee</li> </ul> </li> <li>B. Board actions that may assist/support families in quest of Foster reaching CSIP goals             <ul style="list-style-type: none"> <li>a. Karen to come back to Board with any initiatives that would benefit that push-not assigned to a committee at this time.</li> </ul> </li> </ul>	Scott
7:05 pm	Adjournment Shane makes motion to adjourn Susie seconded	Scott

Next Meeting Date: October 15th  
 (date adjusted to accommodate parent teacher conferences)

Items for consideration/next meeting: