

Stephen Foster Elementary Charter School

Charter Board Meeting Minutes



Date: Tuesday, 8/15/23 **Time:** 6P **Location:** Hybrid - Foster LMC & Zoom

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.

Join our Zoom call with the link below:

<https://us02web.zoom.us/j/82871483643?pwd=RnFhdW8yVElObGgvUnpJVWJOUFg0QT09>

Passcode: 290350

To request free childcare during an in person Board meeting, contact FosCharter@gmail.com at least one day in advance.

Linked documents & media:

[6/13/23 Foster Charter Board Meeting Minutes](#)

[Monthly Calendar Events 22-23.docx](#)

[Foster Charter Board Important Dates: 2023-2024](#)

Time	Topic / Discussion Item		Facilitator
PM 602 2 min	In Attendance (Note if virtual after name) 1. Kyle 2. Karen 3. Susie 4. Tammy 5. Kraig 6. Ricki 7. Courtney	Not In Attendance (Note if excused after name) 1.	Ricki
PM 604 9 min	Announcements A. <i>Please review linked calendar/date documents carefully for errors or conflicts with your own schedule. Changes are most easily</i>		Susie

	<p><i>made at this early point in the schoolyear. Contact Susie or Ricki with any updates now, & throughout the coming year.</i></p> <p><i>B. Susie & Ricki wil run the Board info table during New Beginnings (8/30 & 8/31). Board will hold an IHOP gift card raffle among families who enter at the Board table. (Jamie discovered 4 unexpired gift cards with SCRIP materials. Winners will be contacted by email on entry, if not present.)</i></p> <p><i>C. ALL Foster staff will begin receiving Board agendas & minutes this year. (In the past few years, they have only been sent to those who requested it.) Anyone interested may request agendas & minutes. Lynsi will send out the initial meeting minutes to staff. (2023-2024 list from downtown is not yet complete for this schoolyear.) Going forward, Ricki will be given the list to send minutes & agendas.</i></p>	
<p>PM 613 1 min</p>	<p>Call to Order, Approval of June Minutes (link above)</p> <p>A. <i>Changes/Additions?</i> No</p> <p>B. <i>Motion by:</i> Cortney <i>Seconded by:</i> Jamie June minutes approved.</p>	Ricki
<p>PM 614 34 min</p>	<p>A. <i>Inclusive & Engaging Culture To Support Teaching and Learning</i> - An end of school day commitment signing for Kindergarten families will be held on the first day of school (9/5). Greg Hartjes will attend to sign & meet families, as well. (See photo of draft certificate at end of minutes.)</p> <p>B. <i>Student Success</i></p> <p>a. Enrollment update: AASD “Lock in” (for individual schools’ student numbers & identified needs) occurs in August each year. Due to enrollment changes at different grade levels, teachers changing grade levels & some staff moves, reconfiguration at Foster supported hiring of an additional $\frac{5}{8}$ teacher & other changes. Final teacher & student placements are not yet finalized, but the Board had an opportunity to review the current plan during the meeting.</p> <p>b. New staff</p> <ul style="list-style-type: none"> - New $\frac{5}{8}$ teacher, hiring in progress - Laura Niemeyer, .5 EL teacher - Beth Verboomen, .5 interventionist - Rosie Hoeffner, Spanish language interpreter/ paraprofessional <p>c. The annual CSIP data retreat was held on 8/11.</p> <ul style="list-style-type: none"> - Cortney, Kyle and grade level reps met with Karen to address AASD’s continued focus on eliminating achievement gaps seen in specific demographic groups by 	Karen, Jamie, Cortney, Susie

reviewing available data for students. Foster's focus will remain with the EL population at the school.

- d. IM professional development is scheduled for 8/28 & 8/29. Karen foresees the school's early adoption of the math curriculum as putting Foster in a position tantamount to a lab school within the district. Districtwide implementation of the curriculum is planned for the 2025-2026 schoolyear. IM materials are currently available in the LMC.

C. *Family & Community Partnerships*

- New Beginnings update

Paraprofessionals will attend to assist & support students.

Rotations are scheduled for reading level and math testing by teachers, team building activities for students, & information/socialization for parents. Lunch will be provided after AM session & before PM session.

- Foster Falcons sign info

Karen consulted Jack Knaack, principal at Richmond, for information about adding an exterior metal Foster Falcon sign to the building. (Richmond recently had a similar sign installed.) A 5' diameter circular FastSign could be made in one piece (slightly smaller than the multi piece sign at Richmond); the cost would be \$571, with the district acting as installer. Karen suggests the sign be installed on the bump out wall visible straight ahead when leaving the main entrance of the school. More information to follow.

- Book vending machine update

FFN is fundraising for book vending machine; Jamie plans to apply for a grant from Charter Board to cover remaining costs.

D. *Resources & Operational Excellence*

- Susie recommends the Board return to monthly Board meetings, with committee meeting times arranged among members. At present, the need for full Board meetings outweighs the convenience of devoting half the available Board meeting times to committee meetings. With the Board's Zoom license, committees can schedule meetings based on their workload, in addition to eliminating travel time for committee members.

E. *District Updates*

F. *Title I Updates*

G. *Charter Council Updates*

- Al Brant continues as Charter liaison with Ebony Grice, the new Assistant Superintendent - Elementary Level (K-6) (replacing Matt Zimmerman on the Charter Council), & asked for input to schedule the first Council meeting of the year. Meeting will take place in the

	<p>last week of September OR the first week of October. -Jamie or Ricki will attend as Foster reps when Karen or Susie are unavailable to attend Charter Council meetings.</p>	
<p>PM 648 12min</p>	<p>A. Brief Review of Committee Chairs, Members, Needs Susie - Programs and Services Jamie - Programs and Services Kraig - Business Services, Policy Review Ricki - Policy Review Tami - Business Services Kyle - Business Services Cortney - Programs and Services</p>	<p>Kraig</p>
<p>PM 700 8 min</p>	<p>Business Services Committee A. <i>Report:</i> a. <i>Summary of 2022-23 grants</i> b. <i>Account balance review</i> B. <i>Call to action: Fundraising needs, including creation of ad-hoc Fundraising committee (Discussed. Consensus is that new committee is unnecessary at this point.)</i> C. <i>Vote on creation of ad-hoc committee:</i> -Jamie would like to join Business Service committee. D. <i>Grant requests:</i> a. Estimate from FastSigns of Foster logo for building</p>	<p>Kraig</p>
<p>PM 708 1 min</p>	<p>Programs and Services Committee A. <i>Report: With committee member input, a monthly Zoom meeting will be scheduled.</i></p>	<p>Susie</p>
<p>PM 709 1 min</p>	<p>Policy Review Committee A. <i>Report:</i></p>	<p>Kraig</p>
<p>PM 710 2 min</p>	<p>Family Recruitment & Communication Ad Hoc Committee A. <i>Under purview of Programs & Services until further notice.</i> B. <i>Members are needed to populate this committee. Committee members need not be regular Board members.</i></p>	<p>Susie</p>
<p>PM 712 9 min</p>	<p>Old Business A. <i>Plan for more frequent use of free publicity via Facebook & the school website (upcoming events, Board member matrix, agendas/minutes, etc.); goal is for DAILY FB postings, more frequent updates on school website.</i> - Ricki is Board liaison with Mike Grether, who manages Foster's FB page & the school website.</p>	<p>Susie</p>
<p>PM ADD</p>	<p>New Business (Due to time, items moved to September agenda.) A. <i>2022-2023 5th/6th grades' Global Issues project presentation?</i></p>	<p>Susie</p>

min	B. Upcoming school name change proposal	
PM 721 1 min	Adjournment A. Motion to Adjourn: Ricki Seconded by: Jamie	Ricki
ITEMS FOR A FUTURE MEETING	C.	

NEXT MEETING: Tuesday, September 12th, 2023, 6PM, LMC or Zoom

The Foster Charter Board generally meets on the 2nd Tuesday of each month except July, unless there are conflicts with the school calendar or activities, or when the Board's work requires additional meetings.

