

Foster Elementary Charter School

Charter Board Meeting Minutes



Date: 10/1/24

Time: 06:00 PM

Location: 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 4K-5.

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.

To join the meeting via Zoom link:

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

Passcode: 290350

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

Linked Documents & Media –

[September Board Minutes](#)

[Foster Charter Board Composition Matrix](#)

[AASD 2024-2025 Calendar](#)

[2024-2025 Board Member Contact Information](#)

[2024-2025 Charter Board Meeting Dates](#)

| TOPIC | | FACILITATOR |
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| Attendance Present Susie Buche Kraig Knorr Jennifer Kary Jamie Johnston Kelsi Van Fossen Kali Jenneman Sarah Wylie | Absent Tami Webb (Excused) Brandi Andrews | Cortney |

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| <p>Announcements</p> <ul style="list-style-type: none"> No Announcements | <p>Susie</p> |
| <p>Call to Order Approval of Minutes (see Linked Documents & Media) Changes/Additions? No Motion to approve by: Sarah Wylie Seconded by: Kraig Knorr Result of Vote: Carried</p> | <p>Susie</p> |
| <p>Administrator Report</p> <ul style="list-style-type: none"> Celebrations - Teacher Highlight, PLC Highlight <ul style="list-style-type: none"> Stacy Mader’s first-grade UFLI lesson created an engaging, multisensory experience for her students. One student expressed a love for UFLI, reflecting the enthusiasm in the room. Stacy incorporates visuals around the classroom, songs, and hand motions that align with the program, all infused with her positive energy. As she teaches, she seamlessly connects the visuals and songs, making the lesson both interactive and enjoyable. PLC Highlight- At Foster, we've worked ahead of the district in our professional development with Wit and Wisdom. In fact, the district has reached out to request some of the resources we've been using. 2 new students will be enrolling soon. General <ul style="list-style-type: none"> Themes of concern <ul style="list-style-type: none"> Behavior concerns, especially with kindergartners, are prevalent at the state, district, and building levels. At the building level, data is being tracked for some students, and supports are being implemented. Kelsi is holding meetings only before or after school due to her critical role as a behavior support. Many paras and staff are stepping up to help address these challenges. Hiring Update - 1.0 SPED Para added <ul style="list-style-type: none"> Para would be hired to help with the current behavioral needs in the building. Staff Meeting - Homework Expectations <ul style="list-style-type: none"> Staff wanted to come up with a consensus on Foster homework expectations and independent reading. Foster is unique in having a school wide expectation compared to other schools in the district. CSIP Update - Foster CSIP Meeting Rolling Agenda 24-25 <ul style="list-style-type: none"> The CSIP team reviewed academic and SEL goals, dedicating time to defining self-regulation and its focus areas. The | <p>Kelsi, Cortney</p> |

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| <p>session concluded with work on developing a student survey to assess self-regulation skills.</p> <ul style="list-style-type: none"> o Will come near end of month <ul style="list-style-type: none"> ● Holly Burr and Greg Hartjes will be meeting next week to discuss Foster budget. o Bus Costs for field trip <ul style="list-style-type: none"> ▪ heckrodt bus funding ▪ hmong immersion experience <ul style="list-style-type: none"> ● The Charter Board will allocate a set amount of money per grade level, but accessing the funds is currently difficult since they are now managed downtown. It costs approximately \$150 for a bus to Heckrodt for each grade. Jamie will complete the paperwork to request board approval for funding, aiming to make the Heckrodt field trip completely free for students in each grade level. ● Future Planning <ul style="list-style-type: none"> o List will come to charters of all families in the district <ul style="list-style-type: none"> ▪ Wondering about.. <ul style="list-style-type: none"> ● Postcard to all 4k families ● We could use higher numbers in all grades. If we get 45 kindergarteners for next year (this year was 30) our staffing will <i>maybe</i> not get cut. Can we pick two other target grade levels? ● for reference: Foster Future Lock-In Planning ▪ Class Caps in bylaws? <ul style="list-style-type: none"> o This topic is added to future topics with a request for Kelsi to look at some recommendations for class caps. o January and February Tours (6) <ul style="list-style-type: none"> ▪ Invite on postcards, stuff doors in the neighborhood, posters at YMCAs, daycares, where else? <ul style="list-style-type: none"> ● Kelsi is working in a coaching cycle with Al Brandt to learn more about charter schools. She is looking to learn more about recruitment and getting Foster's information out into the community. Recruitment is crucial in order to maintain staffing. | |
| <p>Programs & Services Committee</p> <ul style="list-style-type: none"> ● Global Leadership resources ● Charter updates (take out 6th grade) ● Family Communication & Recruitment <ul style="list-style-type: none"> o Updating charter materials ● UFRS Vounteers <ul style="list-style-type: none"> ● Sarah Wylie is reaching out to local volunteer groups and employers to get volunteers for UFRS specifically at Foster. | <p>Cortney, Sarah</p> |

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| <p>Business Services Committee</p> <ul style="list-style-type: none"> ● Charter Checking Account <ul style="list-style-type: none"> ● The ongoing challenge is accessing Charter Board funds now that they are managed by the district. The board may need to explore obtaining non-profit status with a 501(c)(3) and tax exemption. Another potential solution could be partnering with FFN as a sub-account, provided the district is willing to cut a check using the charter funds. ● There has been no change in the available funds, and the team is still waiting on the actuals from April through June. Currently, there is approximately \$14,000 in a sub-account with AASD and about \$8,000 in a sub-account with FFN. | <p>Kraig/Jamie</p> |
| <p>Policy Review Committee</p> <ul style="list-style-type: none"> ● Updating Composition Matrix (see Linked Documents & Media) <ul style="list-style-type: none"> ● New members will add their information to the document to track the strengths and talents of our board members. | <p>Kraig</p> |
| <p>Old Business</p> <ul style="list-style-type: none"> ● Naming Proposal & Implications Table <ul style="list-style-type: none"> ● The naming proposal is being tabled until January while looking at new charter opportunities. ● Motion to approve by: Susie Buche ● Seconded by: Sarah Wylie ● Result of Vote: Carried ● Global Leader T-shirts: more future funding source & vendor ideas; current T & hoodie sale via Instagram <ul style="list-style-type: none"> ● 50 t-shirts are left for the school year. We will not need to place an order for this school year. ● Neighborhood Outreach- canvassing in pairs for recruitment? <ul style="list-style-type: none"> ● Recruitment ideas will continue as Kelsi works with AI. ● Onboarding New Members <ul style="list-style-type: none"> ● Courtney will connect with new members to share schedules, by laws, charter information, and contact information. | <p>Susie, Jamie</p> |
| <p>New Business</p> <ul style="list-style-type: none"> ● Heckrodt Bus Funding <ul style="list-style-type: none"> ● Jamie will fill out the paperwork for Heckrodt to ask for board approval to pay for each grade level to go to Heckrodt as a completely free field trip for students. ● New Member: Kali Jenneman <ul style="list-style-type: none"> ● Motion to approve by: Courtney Dvorachek | <p>Jamie, Susie</p> |

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| <ul style="list-style-type: none"> ● Seconded by: Susie Buche ● Result of Vote: Carried | |
| Adjournment Motion to adjourn by: Sarah Wylie Seconded by: Jamie Johnston Result of Vote: Carried | Minutes submitted by: Cortney Dvorachek |
| Topics for Future Meetings <ul style="list-style-type: none"> ● Adding class size caps for charter applicants to bylaws ● January-Add naming proposal | |

NEXT MEETING: Tuesday, November 12, 2024, at 06:00, **Foster LMC & 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 meeting time. An Important Dates document is published at the beginning of each school year; any deviations from this schedule are recorded in Board Agendas & Minutes. (Emergency schedule changes are communicated by the most efficient method available at the time.)

PLEASE NOTE:

Once editing for publication is completed by the Foster Charter Board Secretary & President, a .pdf version of this document must be 1) saved to the FosCharter Google account, 2) emailed to Foster Staff & all others requesting it, 3) published on the Foster School district website, & 4) emailed to Deb Barraza at AASD to be included in district records. 6/24