

Foster Elementary Charter School

Charter Board Meeting Minutes



Date: 11.12.24

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=RnFhdW8yVEIObGgvUnpJVWJOUFg0QT09>

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 –

[October 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
Attendance Present Jamie Johnston Cortney Dvorachek Kelsi Van Fossen Jennifer Kary Sarah Wylie Katie Boegh (staff member) Kali Jenneman	Absent Susie Buche (Excused) Tami Webb (Excused) Kraig Knorr (Excused) Brandi Andrews (Excused)	Cortney

Announcements <ul style="list-style-type: none"> Sarah gave kudos to Amanda Van Zeeland for her stellar communication with UFRS. 		Jamie
Call to Order Approval of Minutes (see Linked Documents & Media) Changes/Additions? Yes Motion to approve by: Jamie Johnston Seconded by: Sarah Wylie Result of Vote: Carried		Jamie
Administrator Report <ul style="list-style-type: none"> Celebrations - Teacher Highlight <ul style="list-style-type: none"> Kelly Schultz, our dedicated substitute teacher, has stepped in to cover a classroom for a teacher on leave. She's actively engaging with the students, establishing strong connections, and working to secure access to essential resources to support their learning. Kelly's commitment to the class is evident as she builds rapport and fosters a positive environment. General <ul style="list-style-type: none"> Behavior Updates <ul style="list-style-type: none"> Some students are experiencing challenges with self-regulation. Instead of attending the district PD, our staff participated in a tailored building-level PD focused on strategies to address behavioral issues effectively. Additionally, a self-contained classroom has been established to provide a supportive, separate learning environment for students with IEPs who benefit from this setting. Finally, we're thrilled to welcome a phenomenal new special education para who is already making a positive impact. Hiring Update - 1.0 SPED Para Staff Meeting + PD iReady Data Share Out Budget Update <ul style="list-style-type: none"> The district has agreed to cover half of Foster's outstanding debt from recent years, with a repayment plan allowing Foster five years to settle the remaining balance. Additionally, donations of white copy paper would greatly help reduce ongoing expenses for the school. Future Planning 		Kelsi, Cortney

<ul style="list-style-type: none"> ○ Class cap recommendations <ul style="list-style-type: none"> ▪ k-3: 17, 4-5 29 <ul style="list-style-type: none"> ● These caps are 1 student under the AGR numbers. A next step could be looking at other charter schools and their caps. ○ Recruitment Materials <ul style="list-style-type: none"> ▪ Charter Fair <ul style="list-style-type: none"> ● at West High School on Jan. 11, 2005 ● set-up 9-10 a.m. with the fair from 10-12 p.m. ● A map for the layout will be shared at the Dec. 19 Charter Council meeting (at the Welcome Center). ▪ List will come to charters of all families in the district ▪ Investigating option to market to Kimberly and Menasha families ▪ January and February Tours (6) ▪ Welcome packages for new students ▪ Global Leader Yard Signs ▪ Bumper stickers? “Proud Parent of a Future Global Leader” with Foster School & QR code <ul style="list-style-type: none"> ● ○ Next Year Planning <ul style="list-style-type: none"> ● Recruitment is a major area of focus to get our class sizes increasing. ● Sarah Hackett, from the Wisconsin Resource Center for Charter School, recently discussed potential directions for our next charter with Kelsi. To qualify for a grant, we’ll need to increase enrollment by 40 students and further refine our mission and vision. Kelsi recommends forming a subcommittee to conduct a needs assessment and will share additional details at the December meeting. 	
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<p>Programs & Services Committee</p> <ul style="list-style-type: none"> ● Global Leadership resources ● Charter updates (take out 6th grade) ● 5th Grade Leadership Project (Set rubric date) ● Family Communication & Recruitment <ul style="list-style-type: none"> ○ Updating charter materials ● UFRS- Foster Global Readers <ul style="list-style-type: none"> ○ Volunteer recruitment (Network Health) ○ Table@ FFN events & invite RSVP <ul style="list-style-type: none"> ● Cortney is coordinating an informational meeting with representatives from various leadership resource companies, tentatively 	<p>Cortney, Sarah</p>
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<p>scheduled for December 5 from 3:30 to 4:30. Each representative will provide a 20-minute overview, and both Foster staff and board members are invited to attend.</p> <ul style="list-style-type: none"> ● Susie is checking on the official process for potentially removing 6th grade from our charter. ● Kelsi will connect with the 5th-grade teacher regarding the Leadership project. ● At the next charter board meeting, members will prepare charter highlights to promote our school in upcoming outreach efforts. ● Sarah, the current UFRS tutor, will also reach out to Network Health to explore options for recruiting additional UFRS volunteers. 	
<p>Business Services Committee</p> <ul style="list-style-type: none"> ● Zoom Renewal <ul style="list-style-type: none"> ● Jamie will follow up Brian Bartel to find out if the charter board can use Microsoft Teams for their meetings instead of paying \$159.90 for the yearly subscription of Zoom that would begin 12/23/24. 	Kraig/Jamie
<p>Policy Review Committee</p> <ul style="list-style-type: none"> ● Updating Composition Matrix (see Linked Documents & Media) 	Kraig
<p>Old Business</p> <ul style="list-style-type: none"> ● Heckrodt Bus Funding <ul style="list-style-type: none"> ● This has been approved by the charter board and it will be a free field trip for each grade level. 	Jamie
<p>New Business</p> <ul style="list-style-type: none"> ● Adding class size caps for charter applicants to bylaws <ul style="list-style-type: none"> ● Kelsi made her recommendations during her report. (See above) ● New members joining a sub committee <ul style="list-style-type: none"> ○ Progs & Services: Susie, Jamie, Cortney, Jennifer, Sarah, Kali ○ Business Services: Tami, Kraig, Sarah ○ Policy Review: Kraig, Susie, Jamie <ul style="list-style-type: none"> ● The new members present joined the sub committees. At the next meeting, we will talk 	Jamie

<p style="text-align: center;">about alternating full charter board meetings with committee meetings.</p>	
<p>Adjournment Motion to adjourn by: Jamie Johnston Seconded by: Sarah Wylie Result of Vote: Carried</p>	<p style="text-align: center;">Minutes submitted by: Cortney Dvorachek</p>
<p>Topics for Future Meetings</p> <ul style="list-style-type: none"> ● Recruitment Highlights for mailers and charter events ● Alternating Full Meetings and Committee Meetings ● January-Discuss naming proposal 	

NEXT MEETING: Tuesday, December 10, 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