

Prairie Creek Community School
School Board Monthly Meeting Minutes

September 27, 2018
7:00pm

Prairie Creek Community School, Northfield MN

- 1 Call to order: 7:02pm
- 2 Attendance

2018-2019	Aug 23	Sept 27	Oct 25	Nov 17	Dec 13	Jan 24	Feb 28	Mar 21	Apl 25	May 23	Jun 27
Trish Beckman	✓	✓									
Jason Buckmeier	✓	✓									
Jodi Doeden	✓	✓									
Kelsey Fitschen-Hemmah	✓	✓									
Bonnie Jean Flom	✓	X									
Ryan Krominga	✓	✓									
Gabe Meerts	✓	✓									
Ben Miller	✓	✓									
Lisa Percy	✓	✓									
Simon Tyler-ex officio	✓	✓									
Keith Johnson- ex officio	✓	✓									
Colleen Braucher	✓	✓									

- 3 Recognition/Announcements: Simon would like to recognize the Sped team for all their work in the beginning of the year, to help students get the year off to a good start. Carolyn Joyce for all her work on scheduling the conferences. Thank you to the families who donated food for conferences. The teachers for a Curriculum night.
- 4 Public Comments: None
- 5 Approve Agenda
Moved: Lisa Percy
Second: Jason Buckmeier
Passed: unanimous
- 6 Approve Minutes from August 23, 2018
Moved: Lisa Percy
Second: Kelsey Fitschen-Hemmah
Passed: unanimous

7 Items for discussion and/or reports

a Director Report: Enrollment is still at 179 with a place available in the 5th grade and no one on the waitlist. Community Connections, Michelle M added a social event at Curriculum night that was well received. Attendance was much like it has been in past years. The Imagine Conference planning is in full swing.

b Education Program Committee: The teachers are working on their PD. One committee is working on codifying the social curriculum. What does social curriculum look like here at PCCS? Articulating what progressive education is when you talk about Math or Reading and working on sheets to share with the community.

c Finance Committee: The audit is going along well, there is no open items. All of our databases at the MDE tie out. We have asked CliftonLarsonAllen to come to the October board meeting. PCCS received the MDE Finance Award. A Thrivent Financial member would like to direct funds to our school from the non profit portion of the company. The finance committee agreed to this and Simon will contact the person and move forward with this. Next month our budget will have another column for “outlook”.

d Development Committee: The auction will be on March 22, 2018

e Nominations Committee: Nothing at this time

f Policy Committee: First Read of Parent and Family Engagement Policy

g Sub Committee Reports :

Technology

All of the classroom and special education teachers have received updated laptops. The Tech Committee is now in the process of providing or refreshing computers for the specialist teachers and office staff as well as considering other technology needs.

Wellness Committee

No meeting since last update. Dates this next year's meetings are: Wednesdays October 10, January 9, and April 10 at 1:20.

Arts' Committee

No updates. Work this fall will focus on preparations for the Circus Juventas arts' residency

Facility Committee

Next PC Inc meeting: October 16, 2018.

Community Connections

Michelle Martin and Amanda Pettis organized mentor families for all new families. A new bingo “mixer” was introduced at the fall Curriculum Night event

8 Items for Action

a Consent Agenda

Staff Working Agreements:

Casey Piekarski – Special Education Paraprofessional / Extended Day Assistant

Contracts

Kathryn Berglund - Licensed School Counselor. Contracted Service

Moved: Kelsey Fitschen-Hemmah

Second: Gabe Meerts

Passed: unanimous

b Strategic Plan Action Goals Discussion-The board discussed the following:

Strategic Action Goals 2018 - 2019

1. Assemble a group to explore pre- K and education groupings

~ Develop a focus group to explore the idea of a PCCS early years program. Director to assemble workgroup and identify key questions by October 22. First meeting in November to design research and project work. Recommendation to the board/faculty of feasibility of an early years option by February board meeting.

2. Mental Health

- ~ Prairie Creek Staff will participate in a 1 hour training on the topic of Anxiety in Children on October 17th 2018.
- ~ Community Connections will organize one parent event on a mental health topic completed by the end of the school year.
- ~ Prairie Creek teaching staff will participate in at least one professional development session on the topic of Mental Health in Children during the 2018-2019 school year.
- ~ Prairie Creek will create a list of mental health resources available in the surrounding areas that can be accessed by families looking for additional resources by December 1st, 2018.

3. Equity

- ~ Assign a PD committee to focus on equity. That committee will lead at least three Wednesday meetings during the 2018-2019 school year on topics related to equity.
- ~ Add a column to our theme database called “Addressing Equity”. Beginning in the 2018-2019 school year, teachers will include information about how they infused equity teaching into each of their themes when filling out the database.
- ~ In order to include the entire staff in conversations about equity, at least one of our quarterly all-staff PD sessions will include focus on equity-related topics.

4. PEN conference

- ~ The National Progressive Educators' Conference will be held in the Twin Cities October 3-5, 2019. Prairie Creek will strategically collaborate and engage with this opportunity:
 - PCCS director will serve on the PEN conference steering committee (ongoing)
 - PCCS director will co-lead a sub-committee on organizing conference site visits (ongoing)
 - Director will seek faculty to join PEN conference planning meetings
 - PCCS will be a host site on October 3, 2019 and faculty will plan for this in spring of 2018
 - PCCS will review the 2019/2020 calendar with the intent of making October 4, 2019 a non-student day in order to free staff to participate in conference
 - Prairie Creek will host a regional progressive education conference *Imagine* conference on November 5, 2018. Faculty will plan and organize the conference.

5. Parent Education

- ~ Prairie Creek will enhance sustainable parent education by producing high quality, succinct overviews of key curricular, philosophical and pedagogical components of our program and two parent education nights.
- ~ Create and distribute parent education "broadsheets" in 2018-2019. A brief survey in May will assess how these overviews were received by the community
- ~ This work will be incorporated into Professional Development led by Committee 2 (Social Curriculum) and Committee 1 (Progressive Education) with time allotted for both the definition of what each overview should include and the actual writing of the document. The sheets will have a uniform style and high quality images that will be created by a staff member (possibly hourly work?)
- ~ We often worry about how sustainable parent education programs are. We have new parents every year that need and crave information yet we have the same staff who can tire of delivering the information again and again. High quality overviews would enable us to share rich information with parents on a regular basis. It also enables parents to engage with the content on their own terms instead of having to come to a parent education evening which doesn't fit into everyone's schedule.
- ~ Work on this project has already begun and we have scheduled professional development time to have the bulk of the writing done by late October 2018.

6. Development

- ~ Update the Support/Development webpage on the new PCCS website to include all development options available to supporters and potential supporters by end of October 2018.
- ~ Completion of a sustainable work plan document and guide for the PCCS Auction by end of 2018.
- ~ Completion of a yearly development work plan artifact document and guide that organizes the yearly events and milestones by end of Q1 2019.

7. Comparative compensation review

- ~ MACS survey response completed by Simon and Keith prior to Sept 18, 2018.
- ~ Assemble a focus group to partner with finance in reviewing compiled MACS comprehensive Charter School compensation data upon release to support a thorough compensation review and comparison data from traditional districts during the 2018/2019 school year.

8. Focus group to explore/revisit outdoor classroom ideas. Connect to development initiatives

- ~ Develop a Focus Group with the charge of exploring, evaluating, and proposing options to support an outdoor classroom. Recruitment of the workgroup to occur prior to end of 2018. Kickoff meeting to occur prior to end of Jan 2019.

9 Adjournment 9:04pm

Moved: Kelsey Fitschen-Hemmah

Second: Gabe Meerts

Passed: unanimous

Next Board Meeting: Thursday, October 25, 2018 @ 7:00pm