

**Green Bay Area Public Charter Schools, Inc.**

Monthly Meeting Minutes for January 9, 2020

701 Cherry Street, Green Bay, WI 54301

5 - 6:30 pm | room 221

**Attended:** Reed Welsh, Joannie Swiggert, Becki Swanson, Natasha Chung, Colleen Simpson, Jen Agamaite, Jason Johnson, Rene Every, Paula Manley, Theresa Kaquatosh

**Excused:** Georjeanna Wilson-Doenges, Amanda Garcia, Kim Pahlow

IMPORTANT LINKS	
<a href="#">Governance Board Website</a>	<a href="#">Board Members Info</a>
<a href="#">JDAL Website</a>	<a href="#">NEW Website</a>

AGENDA ITEM	OWNER	NOTES/DETAILS
1. WELCOME AND BUSINESS		
1. 1. Call to Order 2. 2. Introductions 3. 3. Current Agenda 4. 4. Past Minutes	Paula	1. The meeting was called to order 2. Introductions amongst all present were made. 3. The meeting agenda was approved. 4. The past minutes were approved.
II. UPDATES		
1. 1. Authorizer 2. 2. Community Presentations	Renee Open	1. Rene was approached by the district office to bring up idea of JDAL staying in the current building long-term and NEW moving to a new location. NEW is expected to continue to grow past the capacity of the building. One possible move is to a building/school that has been vacated due to the relocation of other district programs. This could occur in 1 ½ years. Transportation and programmatic needs will need

		<p>to be considered in the process.</p> <p>Rene also discussed that DPI requires direct instruction for music, physical education, health, and art for 6<sup>th</sup> graders attending charter schools. JDAL will make modifications to student project-based learning to accommodate this requirement. A certified staff member is required and will need to be involved in curriculum development.</p> <p>2. Rhonda Sitnikau from the GBAPS school board visited NEW. Eric Vanden Heuvel will also be visiting NEW soon. Wally Cloud of the Cloud Foundation will be visiting NEW to tour in the near future.</p>
<p>1. 4. NEW</p> <ul style="list-style-type: none"> <li>• general operations</li> <li>• financial</li> <li>• academic achievement</li> <li>• important dates</li> </ul> <p>5. JDAL</p> <ul style="list-style-type: none"> <li>• general operations</li> <li>• financial</li> <li>• academic achievement</li> <li>• important dates</li> </ul>	<p>Jason</p> <p>Jen</p>	<p><a href="#">N.E.W.</a> (link to folder)</p> <p>On January 8th N.E.W. met with NWTC to reflect on current progress of the CTE Pathways program. In addition planning for year 2 and 3 were laid out for the remainder of the school year. Our focus is going to shift to year 3 planning to formalize Proficiencies that will prepare students for year 4 and enrollment in college credit earning classes at NWTC (Start College Now). Each of the 4 pathways will begin to take on a different look as the outcome for each program will be unique. An example of this is the Health Sciences where in years 2 and 3 will result in possible accreditation for students. Each year will stack on each other with the result in students either earning a credential or students being ready to start entry level nursing program at NWTC year 4 or 5. Where as Manufacturing will continue to offer a range of experiential learning to recruit and prepare students for entry into the Manufacturing college at NWTC.</p> <p>It has been decided that all students in year 2 will attend NWTC Friday mornings at the same time. This was decided as the best way that N.E.W. staff can support students at NWTC, and ease the difficulties of scheduling students at N.E.W. Year 3 will require additional day and or time to be determined at a later date. This will place 160 students in the NWTC/N.E.W. pathways program.</p> <p>Four Interviews were held for the Administrative Intern position. We have narrowed the candidates to one preferred candidate. We have invited that candidate for a second interview and an extended visit on 1/9/2020. As soon as we have solidified our candidate we will work with the district to form a transition plan. Since our last board meeting we added a .2 school social worker to our staff. Kim is focusing her time on the Academy students while in the building.</p> <p>On January 20th N.E.W. will present a school update to the</p>

		<p>GBAPS school board. Attached to this email is a copy of the report that will be shared with the district. Both Jen and I will be presenting for a scheduled 20 minutes per school.</p> <p>On January 2nd enrollment for the 2020/2021 school year opened with our new policy and procedure in place. Both JDAL and N.E.W. have gone to an all online application process. This is a first in GBAPS and I think a great step forward. As of 1/9/2020 we have had 60 applicants apply for next school year. Our current students do not need to re-apply for the next school year. We continue to have movement of enrollment in both programs. We will be welcoming 7-10 new students at the start of the third quarter. On January 17th N.E.W. staff will be participating in a Google Bootcamp for educators with the goal of becoming the first school in GBAPS that has its entire teaching staff Google certified. In the afternoon we will be spending time as a staff collaborating and revising our student management and discipline practices to better serve our staff and students.</p> <p>N.E.W. has begun work on the 2020/2021 school year calendar. We will follow all major breaks from GBAPS timeline. However, we are working to put our schedule in line to better capitalize our days at NWTC.</p> <p><a href="#">JDAL</a></p> <p><b>BUDGET</b></p> <ol style="list-style-type: none"> <li>1. I am working with finance department to get WISEGRANTS budget entered and approved so we can purchase items funded by the grant, mostly makerspace equipment and supplies.</li> </ol> <p><b>FACILITIES</b></p> <ol style="list-style-type: none"> <li>1. Students and staff enjoy working in this building and community. Although space is cramped, we are making it work and finding space to share with NEW.</li> </ol> <p><b>MARKETING</b></p> <ol style="list-style-type: none"> <li>1. The first open enrollment window is open until January 31. I am trying to post a 20 day enrollment challenge to get the word out. Most families don't realize enrollment starts so early.</li> </ol> <p><b>OPERATIONS</b></p> <p>We currently have 106 students between our online and project based learning programs. JDAL is full with a waitlist. Already have applications for next school year.</p>
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IV. ACTION ITEMS		
<ol style="list-style-type: none"> <li>1. Yearly Work Calendar</li> <li>2. Updated Handbook Pages</li> <li>3. President for 2020</li> <li>4. Board Recruitment</li> </ol>	Paula	<ol style="list-style-type: none"> <li>1. The Yearly Work Calendar was approved unanimously.</li> <li>2. The Handbook will be reviewed in a later meeting.</li> <li>3. As Vice-President, Becki will fill in for Paula in February and March. Paula will return April. A new president will need to be elected prior to Paula's departure later this year.</li> <li>4. Between now and June, 2 to 3 people should be recruited for the board. A potential board member will be visiting during the February meeting.</li> </ol>
V. DISCUSSION ITEMS		
<ol style="list-style-type: none"> <li>1. Dashboards for each school</li> <li>2. Vehicle Purchase Policy</li> <li>3. Governance Board Officer Descriptions</li> </ol>		<ol style="list-style-type: none"> <li>1. The update that is provided to DPI each month by both schools will be shared with the board.</li> <li>2. Vehicle purchase policy will be taken to the February meeting. Jen and Jason will be moving forward with vehicle purchase process in February. The van will be titled in the Boards name, with the insurance under the district umbrella as district employees will be driving the van.</li> <li>3. Governance board officer descriptions were</li> </ol>

		discussed. The description for treasurer will be carried over to the next meeting. All other changes will be updated and disseminated.
VI. PRESENTATIONS		
none		

BOARD MEMBER TERMS		
<i>Expires July 2020</i> <ul style="list-style-type: none"> <li>• Becki Swanson</li> <li>• Natasha Chung</li> <li>• Georjeanna Wilson-Doenges</li> </ul>	<i>Expires July 2021</i> <ul style="list-style-type: none"> <li>• Kim Pahlow</li> <li>• Amanda Garcia</li> <li>• Joannie Swigert</li> </ul>	<i>Expires July 2022</i> <ul style="list-style-type: none"> <li>• Paula Manley</li> <li>• Colleen Simpson</li> <li>• Reed Welsh</li> </ul>

COMMITTEES AND MEMBERSHIP		
<i>Governance Committee</i> <ul style="list-style-type: none"> <li>• Becki Swanson</li> <li>• Amanda Garcia</li> </ul>	<i>Development Committee</i> <ul style="list-style-type: none"> <li>•</li> </ul>	<i>Finance Committee</i> <ul style="list-style-type: none"> <li>• Kim Pahlow</li> </ul>

<i>Academic Committee</i> <ul style="list-style-type: none"> <li>• Colleen Simpson</li> <li>• Georjeanna Wilson-Doenges</li> <li>• Natasha Chung</li> <li>• Joannie Swigert</li> </ul>	<i>Executive Committee</i> <ul style="list-style-type: none"> <li>• President: Paula Manley</li> <li>• Vice Pres: Becki Swanson</li> <li>• Secretary: Natasha Chung</li> <li>• Treasurer: Kim Pahlow</li> </ul>
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