

NCS Site Council Meeting
April 11, 2017
4:00-6:00 pm



Site Council Members

Ann Princl	Jennifer Klawiter	Abby Jakowski	Jennifer Bradley(Jen)
Katie Kohl	Leigh Schmidt	Kim Wroblewski	Sarah Gaskell
Tiffany Minter	Brett Polglaze	Susan Christiansen (non-voting member, Board Rep)	Charyn Grandau

*=Present

Agenda:

- 4:00-4:05 Opening
 - 4:05-4:15 President/Treasurer's Report - Budget - Brett
 - 4:15-4:25 Fundraising - Susan
 - 4:25-4:35 Grants - Charyn/Christine Posey
 - 4:35-4:55 Ann - School Updates
 - Themes for April and May; April and May Community Gatherings
 - PBIS and Recess Plans
 - 5th Grade Party
 - Outdoor Classroom Overview at May Site Council Meeting
 - Class Placement for 17-18
 - 4:55-5:10 Field Day - Tiffany Minter, Ann, and others
 - 5:10-5:20 Diversity - Leigh
 - 5:20-5:30 Afterschool Programming - Jen
 - 5:30-6:00 Other Reports/Updates
- Please email Ann to indicate topics to discuss and how much time is needed. Thank you!***

Time	What	Next Steps
4:00-4:05	<p>Opening:</p> <ul style="list-style-type: none"> • Celebrate the Positives • Review agenda and outcomes • Review Parking Lot 	<p>Congrats to Sarah Gaskell on her new position in the community (Alder on City Council).</p> <p>We have someone coming to our pancake breakfast.</p>
4:05-4:15	<p>Presidents Report from 501c3:</p> <p>Treasurer’s Report, from President Brett Polglaze (\$24,000) = Bank balance (Does not reflect any fundraising, which will be for 2017-18)</p> <p>(\$14,500) secured for next year (will increase due to to EPIC grant) Need \$20,000 to match last year. EPIC is continuing; thus we’ll need 18,000.</p> <p>From 501c3 Check with teachers if they are spending their money.</p> <p>Question: Do we need to <u>show</u> where our money goes and how it fits into our mission? Provide the hi-lights: Binoculars; Outdoor Classroom; Keva Planks and STEM at after school programming = examples. This will help provide details to the donors and grant writing. \$ raised for fundraisers Show in a pie chart, where the money is going. Check: Putting together our fundraising report. Check with CO/Tammy, if they can share how money is being spent other than the fundraising dollars.</p>	<p>Create a list of items purchased with/from fundraising money, with a STEM focus. What are we bringing into the</p>

		classroom for our students?
4:15- 4:25	<p>Fundraising Update (Susan)</p> <ul style="list-style-type: none"> • Update: <ul style="list-style-type: none"> ○ April 5 - Culver's Hospitality Night. Successful, but we will not know proceeds amount for weeks (usually takes 4 weeks to receive check) ○ April 9 - Ice Skating event. Successful. \$505 profit? Thanks Abby and others :) • Coming up next: <ul style="list-style-type: none"> ○ April 21 - PlanetWise Fundraiser (in honor of Earth Day) ○ May 8 - 50/50 Art Raffle (w/ Spring Concert) ○ May 21 - NEW! Pancake Breakfast 8 am - 11:30 am ○ <i>June - Perhaps an Orange Leaf Fundraiser</i> (last day of school?? tradition) ○ No update on AmazonSmile Account. Total still \$84.71, but I anticipate a bump from the 5% day. • Spring Campaign - launch April <ul style="list-style-type: none"> ○ STILL To Do: meet w/ Brett (and Christine) to vet target list, review campaign letters, etc. Will plan for next week. Letters drafted. Target list started. <p>Susan will be mentoring a new incoming Fundraising Chair.</p> • Currently working on 2016-17 Fundraising report that will go out to all families end of April/early May. Comprehensive snapshot of our goals, philosophy, where money goes, future plans, etc. • Also working on a "binder" insert for Fundraising, similar to Abby's Fab Binder ;) 	
4:25- 4:35	<p>Grant Writing Committee (Charyn Grandau)</p> <ul style="list-style-type: none"> • Three Grants have been written. • Gearing up to write the American Girl Grant. • Welcome Christine Posey to this committee. 	

4:35-
4:55

Staff / School Updates:

Communicating our Behavior Plan:

- Greatness Ambassadors - focusing on Responsibility in April and Courage in May
- Next Community Gatherings = Thursday, April 13 and May 11 7:45-8:05 am SC Step Room

PBIS Update

1. Teachers are continuing to use Cool Tools to use in different parts of the school.
2. Additional Goals and Updates
 - a. PBIS Cool Tools: Recess
Folks to Include
 1. Classroom Teachers
 2. Educational Assistants
 3. Laurie Tackett - Running Circuit
 4. Safety Patrol - Recess Coaches
 5. Greatness Patrol - Game ideas
 6. Parent Volunteers (provide guidance)Steps for helpers with providing guidance
 1. intro games
 2. guide playing / follow PBIS and NHA
 3. allow children to work out problems/conflicts guide as needed
 3. 5th Grade Party Updates = June 2, 3:00-6:00 pm
 - a. Spaces are reserved
 - b. activities are being planned,
 - c. Sign-up Genius will be shared May 1.
 - d. 5th graders can sell items at the Pancake Breakfast. (\$280 was raised by the 5th graders at the Verona Ice Arena)
Sugar River or Little Ceasars = Pizza Choices
Clean up: garden beds; cleaning up school grounds;
Make \$250Donations to the party = welcome
Bake sale before/after the Spring Concert (Jen Bradley and kids help).
4. Outdoor Classroom Overview at May Site Council Meeting
5. Class Placement for 17-18

Share with families space used for roller blading.

T-shirts =

4:55-5:10	Field Day Field Day, June 8, 9:00 am-2:15 pm Sign Up Genius will be sent out on May 1st. Ann and Tiffany Minter meeting on April 18.	
5:10-5:20	Diversity and Equity (Leigh Schmidt)	
5:20-5:30	Monday After School Programs (Jen Bradley):	
5:30-6:00	Other <ul style="list-style-type: none"> • 501c3 Auction resolution item: We had a purchaser from Maine who paid \$250 for his items, but when Katie arranged shipping (no small feat), the buyer never returned any phone calls or emails to arrange payment for shipping. We vetted the language on our auction site, which seems to cover us in the event the buyer complains: <ul style="list-style-type: none"> ○ <i>(Winning bidders will be notified at the end of the auction.</i> ○ <i>All auction winners must pick up and pay for the items they won on Wednesday, Dec. 14 or Thursday, Dec. 15 from 2:30 p.m. – 6:30 p.m. at New Century. If you paid using PayPal, we will have a receipt of your payment.</i> ○ <i>Gift Certificates can be mailed for a small additional fee.</i> ○ <i>Any unclaimed prizes after Dec. 15 will be awarded to the second highest bidder and after that will revert to property of the school.</i> <p>So, we are looking for consultation on whether to keep \$\$ in account (as a reserve) or transfer total remaining balance from PayPal.</p> <ul style="list-style-type: none"> • Site Council: How do we want to advertise for Board and Volunteer positions? • Update on 5th grade graduation party? • Update on teacher spend? • Update on Site Council Special Session--do we have a date? • Ideas to discuss for next year: <ul style="list-style-type: none"> ○ <i>NCS Family Hiking Day</i> ○ <i>NCS Electronics Recycling Event</i> 	
	Next Steps / Closing:	
	NEXT MEETING = TUESDAY, May 9, 2017 4:00-6:00 pm	