


NCS Site Council Meeting
May 9, 2017
4:00-6:00 pm



Site Council Members

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

*=Present

Agenda:

- 4:00-4:05 Opening
 - 4:05-4:30 Outdoor Classroom Overview by Heidi and Lee
 - 4:30-4:40 President/Treasurer's Report - Budget - Brett
 - 4:40-4:50 Fundraising - Susan
 - 4:50-5:00 Grants - Charyn/Christine Posey
 - 5:00-5:30 Ann - School Updates
 - Final FTE Plans for 17-18 (attached)
 - Themes for May; May Community Gatherings
 - PBIS and Recess Plans
 - 5th Grade Party
 - 5:30-5:40 Field Day - Tiffany Minter, Ann, and others
 - 5:40-5:50 Diversity - Leigh
 - 5:50-6:00 Other Reports/Updates
- Please email Ann to indicate topics to discuss and how much time is needed. Thank you!***

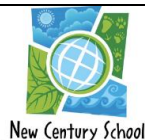
Time	What	Next Steps
4:00-4:05	Opening: <ul style="list-style-type: none"> • Celebrate the Positives • Review agenda and outcomes • Review Parking Lot 	
4:05-4:30	Outdoor Classroom Overview by Heidi and Lee: Overview and Survey Results Staying on budget. Goals of the program were provided. They are heading back to the Madison School Forest for the last trip, to revisit their shelters. Determine if we want to continue, and what changes to make. The parent and student survey was shared. Challenges for teachers: planning, preparing, emailing, ensuring volunteers. This will get easier when it is done again. Moved and seconded to approve \$400+ (\$200+ each 4-5)	Check on summer curriculum money for teachers. (8 hours = ~\$200) Include the 2-3 classes a bit more. Perhaps do one each semester. Consider eating lunches on the trip. Need to wait to see our lunch schedule.
4:30-4:40	Presidents Report from 501c3: Treasurer's Report, from President Brett Polglaze (Will be reported on May 30). ----- = Bank balance (Does not reflect any fundraising, which will be for 2017-18) ----- 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.	

4:40-4:50	<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 ;) 	
4:50-5:00	<p>Grant Writing Committee (Charyn Grandau/Christine Posey)</p> <ul style="list-style-type: none"> • Three Grants have been written. • Gearing up to write the American Girl Grant 	
5:00-5:30	<p>Staff / School Updates:</p> <p><u>FTE Allocations for 17-18 (attached)</u></p> <p><u>Kindergarten Orientation (See Letter Attached)</u> What is provided for incoming first grade families?</p> <p><u>5th Grade Party Updates = June 2, 3:00-6:00</u></p> <p>A. activities are planned B. Sign-up Genius shared May 1. C. 5th graders can sell items at the Pancake Breakfast. (\$280 was raised by the 5th graders at the Verona Ice Arena)</p>	<p>Not a drop off event.</p> <p>SC will</p>

	<p style="text-align: center;">Sugar River or Little Ceasars = Pizza Choices</p> <p>Last year, the students made \$528. This included the Economics Bazaar and the Car Wash.</p> <p>For next year, look at T-Shirt prices.</p> <p><u>Communicating our Behavior Plan:</u></p> <ul style="list-style-type: none"> • Greatness Ambassadors - focusing on Courage in May • Next Community Gatherings = May 11, 7:45-8:05 am, in SC Step Room; <p><u>PBIS Update</u></p> <ol style="list-style-type: none"> 1. Teachers are continuing to use Cool Tools to use in different parts of the school. 2. Additional Goals and Updates which are continuing... <ol style="list-style-type: none"> a. PBIS Cool Tools: Recess <ol style="list-style-type: none"> i. Folks to Include <ol style="list-style-type: none"> 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) ii. Steps for helpers with providing guidance <ol style="list-style-type: none"> 1. intro games 2. guide playing / follow PBIS and NHA 3. allow children to work out problems/conflicts guide as needed 	<p>supplement the remainder to get to \$400. \$120 was donated.</p> <p>This could be a fee for fifth graders in the future.</p> <p>More opportunities to sell and make money could be provided throughout the school year.</p> <p>Next year, ask the 5th graders how they would like to make money for the party.</p>
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5:30-5:40	Field Day Field Day, June 8 9-2:15 Sign Up Genius will be sent out in May 1st. Ann and Tiffany Minter meeting on April 18	
5:40-5:50	Diversity and Equity (Leigh Schmidt)	
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"> • Ideas to discuss for next year: <ul style="list-style-type: none"> ○ <i>NCS Family Hiking Day</i> ○ <i>NCS Electronics Recycling Event</i> 	Check if this was resolved.
	Next Steps / Closing:	
	NEXT MEETING = TUESDAY, June 6, 2017 4:00-6:00 pm	

	Parking Lot:	
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May 2, 2017

Hello Parents/Guardians of NCS Kindergarten Class of 2017-2018,

Please join us for a “Welcome to NCS Kindergarten” Meeting on May 18th from 6:15-7:15 p.m! Thank you so much for choosing NCS for your child to attend Kindergarten in the Verona Area School District this coming fall. We had an overwhelming response to the application process this school year and thus needed to place many other families on a wait list for Kindergarten in the fall. We are pleased for you to be either newly joining our school community or continuing with another child at New Century School.

There are many bits of information to share with you. We have enclosed some informational sheets for your review and completion. Please return as many of them as you can when you come to our “Welcome to NCS Kindergarten” Meeting. There is power and value in coming together this May 18th at 6:15 p.m. for questions, information sharing, and introductions to our K/1 teachers, and our building secretary, Mrs. Tammy Stump, along with fellow parents of the graduating class of 2031!

This short visit at school will be focused on your child starting Kindergarten this fall, but if you need to bring along other children, that is okay as well. The agenda for the evening will unfold as follows:

6:15- 6:30 p.m. Informal welcomes and playing in both K/1 classrooms.

6:30- 7:00 p.m. Separate parent meeting to review information and to answer questions while K students continue with activities in the classrooms.

7:00-7:15 p.m. Optional tour of NCS and Sugar Creek (gym, lunchroom, library, STEP Room) for parents and students together.

Thanks for carving time out of your busy schedules to participate in this “Welcome to NCS Kindergarten” Meeting. I look forward to seeing you then.

Sincerely,

Ann Princl
NCS Director

**New Century School
17-18 Budget
Final**

Total FTE = 9.33

Position	16-17 FTE 9.49	17-18 FTE 9.33
Principal/Director	.45 + (.05 District Funded) .855 <i>converted</i>	.45 .855 <i>conversion</i>
Secretary	.75 .547 <i>converted</i>	.75 .547 <i>converted</i>
Secretary	.25 .18 <i>converted</i>	.25 .18 <i>converted</i>
Ed. Tech Coordinator	.08 (Shared Services)	District Funded
Ed Tech Assistant	.11 (Shared Services) .08 <i>converted</i>	District Funded
LMC Director	.10 (Shared Services)	.10
6 Classroom Teachers	6.0	6.0
Art Teacher	.29	.29
Music Teacher	.29	.29
Physical Education Teacher	.29	.29
Educational Assistant	.45 .328 <i>converted</i>	.45 .328 <i>converted</i>
Educational Assistant	.45 .328 <i>converted</i>	.45 .328 <i>converted</i>
Operating Budget	.09 (\$5700)	.09 (\$5700)
Extra Curricular	.04	.04
Total	9.498	9.338