

## SET Meeting Minutes 3/16

5:30 pm

Laura's Report -

Looking to do aggressive recruitment for students.

Sent home brochures today and asked people to distribute to potentially interested families, especially for E1. Some room in Children's House, a little room in E2, a little in Middle.

Suggestions for getting them out to CRVA students? We can snail mail. Many want to tour, but not possible now. Maybe as infection rates reduce.

Focus now on 5th grade graduation, E1 graduation. Asked at DRTA meeting - no info about in-person graduation, plan for virtual. Maybe have an outdoor reception with punch and cookies. Will talk more with teachers.

Preparing for WI Forward Test. Optional this year. Families can opt out without hurting the school. Testing will likely happen the last 2 weeks of April. CRVA having tet at Hogan (?) Will be able to test on iPads.

Nice to get kids outside.

Nell volunteered to speak with prospective parents to get more information.

We should be close to capacity in Children's House. Notifications are May 1. Just collecting the names at this time.

Shelley (sp) needs names of people who are interested in being part of the interviews. She did receive the questions. Needs to know who would like to participate by the end of the week.

Canned email to send to CRVA parents? People could forward? - Yes.

Maybe Allison is sending out materials? Could include brochures (Mariah) with field trip info.

Melissa -

Montessori enrollments for in-district transfers are low (4 right now). This impacts staffing. There would not be a hire for Laura Carlson's replacement. There would be 25 or fewer students. Would make a request for TA support. There is some support for math and special education, but that is not sufficient.

If we are late in the game, we might not find people with Montessori background. Language in the contract with the district about getting the necessary learning for hires. We would look for people who could manage project-type learning with good background in humanities. Good fit as a co-teacher. We would then work to get that person certified.

Coming back to 5 days per week, the Montessori adolescent program is at 27 students, which is too many for the space we have. Have asked for additional TA support for the remainder of the year to assist with supervision.

8th grade celebration - sometimes have participated with Lincoln and SOTA kids, sometimes not. Building celebration set for June 2. 6-9 pm. Have had a dance for 8th graders in the past. May do something more like a block party or something outside, or move it to one of the parks. 11 (or so) 8th graders.

Some talk about doing a charter school open house to see where some more of our enrollment applications could come from. Not sure where we are on that, but there is interest. Process for parents to apply for transfer has been confusing. Has staffing implications across the district. Many things need to be worked out. Virtual open houses for families? Hear about all different options at one time. When and if it happens, may be seeking parent and staff voice to share.

Who would be driving the open house? Have done this as a practice in the spring. Hasn't necessarily gotten a lot of students for Lincoln, but did get some for charter schools. Garrett Zimmerman agreed it might be a good idea to do an open house, sent out the message. This was before knowing about coming back in person on April 6. Still in the works. Maybe April or early May.

Due to the pandemic we lost several students to homeschooling. Will they return when school is in person? Need to ask. Still a lot of confusion about charter school programs.

Nell - are there any options for some sort of virtual way for E2 students to have some sort of virtual visit with CMAP? Yes - there is a plan in the works. Contacted all the 5th grade students in the district - could do school after school. No bussing costs... this format works well for that.

Joshua - Did a couple of shared morning meetings - kids really enjoyed it. At least 4 students who plan to go to CMAP, maybe 8. Will send out link to 5th grade families with link to website.

Please have them communicate this to the program. We can't do staffing for students we don't know are coming. Expected students shared in the chat. Students' names not on the list will be emailed.

Intra-district transfer. Button is on the Lincoln, SOTA, and CMAP programs websites for online application. Not sure if this was emailed, mailed? Even though Montessori is one program through 8th grade, when students transfer schools, it's not automatic. People still need to apply.

If it really is 10, not 4 coming in, then we could hire for Laura's spot. Best if we can hire in the spring, not wait until August. Really would like to avoid late hire.

Asking homeschooling families about returning - kind of touchy. Maybe approach with the perspective - if your child will be returning to our school, we want to be ready for them. People made decisions to homeschool over the past year that may or may not have been made in other circumstances. Hopefully someone in the district/business office is communicating with these families. At this point, no one has.

Marketing and enrollment falls to the SET group - have not really had to have the conversation. Possible way to reach out is to share information about summer school. Possible families to reach out to for E1?

Think about the email received regarding the production of the video from Nick Marcou. (Forwarded by Brian on 3/15/2021). If there are parents interested in participating, respond back to Nick. Nell willing to participate - yay! Barb willing to be a back-up helper. :) Have teachers decided who will participate? All willing - just waiting to see what the needs are.

Treasurer's Report.

Amy purchased teacher appreciation things. Need to approve the purchase of \$104. Nell move to approve. Mariah second. Vote 11-0-0 approved.

\$175 for dissection kits - still needed? May not need that right now because the earlier donation is still there.

Hoping to do a couple field trips when we're back - bussing is expensive. Would prefer she take the \$175 for kits from existing money, and come to SET if and when field trips are possible for funding.

Reminder for teachers - there is \$\$ to spend. Scan and send receipts to Nell. Ask Nell with questions. There is a debit card that Nell has. If there is a large purchase, Nell can make it with the card. There is a form to accompany the receipts.

Fundraising

Barb had posted to Slack - have flexibility about what we might want to do. Food trucks? Brandon Silbaugh is here to help with info. Monday or Tuesday are best - prefer lunch hour or right after school. Could look into something over dinner, but depends on schedule. Like 2-6 pm? What kind of thing do we want to do? The food truck can be there to help to carry out the event. Truck becomes very busy in June.

Soccer will be starting at Northside T-Th. We need to ask Laura about whether the playground might be available for people to use. Can be in front of a store or the school or in the playground - with permission.

Truck does stuffed grilled cheeses, curds, etc. All the things. Can do canned soda, other options as well. Can look into other options as well - are a catering company as well. Food cost needs to be covered, but above that goes to the school. Think about possible options that can be fast and made ahead - like pulled pork, mac and cheese, etc. Send out the menu - choose a few options/limited menu.

Could this be the end of year picnic? We might get more families. People could bring blankets and sit out on the playground. 10th or 17th of May? Let's plan on the 17th - will double-check with the school. Maybe Myrick Park as a fall back if school grounds are not available.

Could also sell merchandise we have. Any way for us to do basket raffle? That has been a lot of work in the past. Would businesses in town be interested? Is it even appropriate to ask right now? Could we do one or two big things? Any ideas?

We can discuss the price points for the food once we look at the menu and food costs. Let's plan to discuss and finalize some details at SET meeting in April.

Toward the beginning of April to start the ordering for merchandise (t-shirt, ball cap, frisbee, etc.). Will be looking into the pricing. Will set up with Nell to use Square. Speak up if there's a particular item you're interested in.

#### SET Membership

Haven't heard back from parents after reaching out in conferences. Can we send something home with students? Some Pre-school students' parents indicated they hadn't heard of it. Paper copy would be a great idea. Send digital copy to Mariah and Allison.

#### Maybe for April

From PLC - SET help parents set up a ride-share from the south side? Could be beneficial, especially for families who are reluctant to have students on the bus for extended time.

Thinking about the homeschooled students, maybe teacher reaching out to check in, just send info? Need to figure out who is homeschooling v CRVA. We can help draft a message if that would be helpful.

Adjourn 7:04 pm