

**School Effectiveness Team Meeting notes – October 19, 2021**

Secretary: Melissa Leske

In Attendance

Brian Merkey	Kim Shively	Nell Saunders-Scott	Melissa Leske
Willie Bittner	Alex Hiller	<del>Deanna Maynard</del>	Amy Merkey
Anders Olson	<del>Barb Silbaugh</del>		
Mariah Bigelow	Melissa Murray	Nicki Pope	
Jennifer Dellenbach	Nicole Rislow		
Trina Truesdell	Barbara Jo Wolff	Nicole Dooley	Arie (guest)
Nine Dodge	Sara Jorgensen		Patricia (guest)
Aaron Engel			

Item	Notes
Introductions (Kim/Brian)	
District Facility Updates	<p>Comments from Dr. Engel:</p> <ul style="list-style-type: none"> <li>• Everyone should have received an email for a facilities survey as well as a physical survey doc in the mail</li> <li>• Declining enrollment for a long time - declining birth rates all over, also impacting this area</li> <li>• Revenue limit authorities are being impacted</li> <li>• Many of the buildings are aging - particularly middle schools were build 90-100 years ago. Amenities and needs are different today.</li> <li>• Some issues related to size of classroom, some related to ADA limitations</li> <li>• Would take \$30 million to make proper updates - would just be buildings, not classroom needs</li> <li>• We need to become more efficient - spend money on teachers and kids, not buildings</li> <li>• Emerson and Spence are the oldest of the elementary schools. Options may include:             <ul style="list-style-type: none"> <li>○ Tear down both, build one new?</li> <li>○ Tear one down, expansion at the other?</li> </ul> </li> <li>• Middle schools - Lincoln continues to look like an opportunity to eliminate one school             <ul style="list-style-type: none"> <li>○ Concern about marginalized population near the school which could negatively impact family access</li> <li>○ Montessori and SOTA II are both located in Lincoln and would be impacted</li> </ul> </li> <li>• High school – consider moving to single high school             <ul style="list-style-type: none"> <li>○ Opportunity to consolidate, but possibly maintain both schools (West Bend does this)</li> <li>○ We are the smallest district in WI with two high schools</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• If we build new high school, could relocate current middle schools into existing high schools <ul style="list-style-type: none"> <li>○ Would provide better opportunities for middle school students</li> </ul> </li> <li>• Referendums are required for these big changes</li> <li>• Need to look at the needs of Charter (i.e. SOTA II needs an auditorium)</li> <li>• May consider a secondary survey in the spring with more tax information</li> <li>• Would look to go to referendum in November 2022</li> <li>• Current rates are lower, so a loan/refinance might be better, impacts to taxpayers may be lower as well</li> </ul> <p><b>ACTION ITEMS:</b></p> <ul style="list-style-type: none"> <li>• Ms. Bigelow indicated a list of Montessori needs that was generated, will send on to Dr. Engel</li> <li>• SET to review appropriate size for Montessori number of students</li> <li>• Need to determine by February 2022 what Montessori must have are (big needs)</li> <li>• Need to think about the facility – traditional Montessori has 6<sup>th</sup> grade in E2. Students in same building or different??</li> </ul>
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Other

Item	Notes
Secretary Report	<ul style="list-style-type: none"> <li>• September Minutes (approved)</li> </ul>
Treasurer's Report	<ul style="list-style-type: none"> <li>• October Budget (approved)</li> </ul> <p>Note: both September minutes and October budget were approved via email (8 votes received – vote held outside of meeting due to time with Dr. Engel)</p>
Read-a-thon	<ul style="list-style-type: none"> <li>• Sara indicated they are looking at getting materials built</li> <li>• Will send digital and paper copies for everyone to log minutes</li> <li>• Will look to facilitate around Thanksgiving</li> </ul> <ul style="list-style-type: none"> <li>• Once fall merch order final, Nell will re-establish the read-a-thon link</li> <li>• Barbara Jo asked if there was an option for a zip up hoodie, Amy indicated we don't have one now, but that one can be looked at for the spring order</li> <li>• Low number of orders now, so reminder will go out and extended until the end of this week.</li> </ul>
Elementary Principal Report	<ul style="list-style-type: none"> <li>• Conferences this week</li> <li>• Ms. Bigelow has starting to generate plant sale</li> <li>• Getting past that beginning of the new year phase</li> <li>• Social worker has started now, starting to provide some guidance lessons</li> <li>• Second step will be a social emotional curriculum</li> <li>• K-9<sup>th</sup> will use, online version, already prepared for teachers making it easier for them. Potential questions are included for some harder conversations.</li> </ul>

Adolescent Principal Report	<ul style="list-style-type: none"> <li>• Also doing second step with developmental designs <ul style="list-style-type: none"> <li>○ Nine said that a student led one day last week</li> <li>○ Lincoln as a whole hasn't rolled out second step yet (social emotional), anticipate starting with the start of 2<sup>nd</sup> quarter</li> </ul> </li> <li>• Field trips have started, Nine working on getting more outside spaces for activities <ul style="list-style-type: none"> <li>○ Might look at Model UN activities</li> </ul> </li> <li>• Honey jarred up and getting labels printed, through Deep Roots Community Farm</li> <li>• Working on additional grant applications</li> </ul>
Fall Open House/Family Visit Night	<ul style="list-style-type: none"> <li>• Agree that soup supper should continue, more discussion to come</li> <li>• Teachers to discuss opportunity for a fall family night, knowing there is a lot on their plates</li> </ul>

Kim moved to adjourn, Amy seconded. Meeting concluded at 6:52PM.

**The follow notes were consolidated by Brian from SET email communications that occurred after the October meeting:**

0. Mobley family

1. Secretary's Report: Approve [September meeting minutes](#); I motion that we approve the minutes
2. Treasurer's Report: Approve [October report](#); I motion that we approve the report

For these items we have 8 votes in favor out of 11, which meets quorum. These pass.

3. Districtwide Parents Update: See the attached summary for notes from the October meeting and the DRAFT calendar for the 2022/2023 school year
4. Food Truck Event: Any feedback or thoughts on how it went?

Ideas:

- Try near Lincoln next time (spring?)
- Provide music, yard games, and other activities to strengthen the community feel.

5. Restaurant Night:

We held a Burrachos night annually for a few years, at which we would be the designated charity and receive a portion of the proceeds from sales that night. We did not do this last year. Should we do this again this year? It is a relatively easy fundraiser: we just need to contact a restaurant to set something up, pick a date, and let people know. Do we as a group have interest in this, and if so who can take the lead on organizing?

Definitely mixed feelings about this from the group. Unless someone feels strongly and is willing to take the lead on this, I propose that we focus our collective efforts on the bigger events we have ahead of us.

## 6. Soup Supper:

Almost since the start of Coulee Montessori as a charter school, the school has held a Soup Supper fundraiser in February. This event served two purposes: it was a community gathering, and a silent auction served as a fundraiser for our school. We did not hold an event last year. What are the group's thoughts on holding this event this year? The gathering aspect of the event can be planned in January. If we are to hold a silent auction and rely on donations from local businesses, that outreach would need to start soon, and we would need someone willing to take the lead on organizing this work. (For those that are newer to the school: what questions do you have before you could weigh a decision on this?)

There is overall agreement that we should consider alternatives to a large raffle or silent auction. Amy proposed a run/walk event, and Kim has some perspective on having put an event like this on in the past. (And Melissa L. suggested we might consider a few raffle items anyway, but more as a an activity than as a fundraiser.)

## 7. Facility Planning:

Tonight Dr. Engel provided an overview of the facility questions facing the district, and has asked that we provide him with a vision of what our ideal Coulee Montessori would look like. We'll take this on in more depth in a separate discussion, but for now please think about this from your perspective, and jot down your thoughts. (To make this more concrete, you might also consider the positive and negative aspects of three different Coulee Montessori arrangements: (1) the current structure with CM holding 4k-5th and CMAP holding 6th-8th in separate facilities; (2) an alternative where CM holds 4k-6th and CMAP holds 7th-8th in separate facilities; (3) a combined CM that holds 4k-8th in a single facility.)

Hopefully everyone has had a chance to mull over the facility planning discussion with Dr. Engel from our last meeting. We'll be looking forward to seeing the feedback the district collected in their broad planning survey, and we should begin thinking about how to approach gathering input from the CM community. Who in the group has experience developing surveys, or knows someone that has done so? If needed we can probably lean on Hogan for some help, but this is big enough we definitely don't want to just piece this together.