

**Governance Council Minutes**  
**Verona Area International School**  
VAIS-LMC  
Monday,  
March 13, 2023

**Attendance**

Sally Parks, Grace Flores, Kelly Gibson, Brandon Braithwaite, Teresa Mueller

Virtually: Joanne Mueller, James Kokalj, Yingying Reiter

Also attending: Katie Bhandare (virtually)

Absent: Charles James, Patty Arifin, Steve Kean, Evan Henderson

Meeting called to order at 6:36 p.m.

Approval of February minutes. Joanne moved to approve the minutes, Brandon seconded. Motion carries- minutes are approved.

**Discussion of Charter**

- ARTICLE III  
ACCOUNTABILITY
- Appendix B  
VAIS Education Program

We discussed this section, which generally discusses the curriculum model, assessments and staff.

We noted that when we revise in the future, we will take out the specifics related to the Mandarin curriculum so that we have the room to modify if needed.

We also will revise the related arts program in Appendix B, now that we have more structured related arts.

We may want to update the staff trainings based on the district's strategic framework changes that are anticipated.

**Director's report**

We are working on getting the Lunar New Year expense report to the university, as required by our confucius grant. We have money left from this event and it is earmarked for books.

The staff met recently to look at upcoming cultural events. The grant requires expenditures for the dragon boat festival. The staff plans for an event on June 1st and will include activities related to the dragon boat festival. More details will be shared, but we will need 15-20 parent

volunteers. This will take the place of field day, and will include exercise and movement. The parent engagement committee will work on recruiting volunteers.

Discussion of test data following the state testing. The teachers use the data to determine whether to work with a student to see if there are some potential learning challenges that need to be addressed.

We also discussed the state report card. VAIS is often listed as one of the top charter schools in the state.

The early literacy assessment, which is part of the STAR test is given to the younger grades, including kindergarten and some first graders. Other first graders test out into the STAR test.

Sally meets with K/1 teachers to discuss the data and determine what skills might be lacking and where additional focus may need to be placed.

For students who are below benchmark, the school will start to work with support staff within the school to develop interventions and measure their success and needed adjustments.

Math data- grades 1-5 STAR showed fractions was a struggle. Our math curriculum doesn't have as much focus on fractions so they are monitoring how to place additional emphasis on this skill.

Mandarin data comes from Level Learning. We may have reading and oral language data as soon as next year.

Based on past data, what can we expect by the end of the year? There was evident disruption as a result of COVID, especially 2nd and 3rd graders. Many students are making progress beyond their expected growth. Sally is optimistic that the majority of students will meet benchmark by the end of the year.

## **Staffing**

Yingying Reiter returned- we are so happy to have her back!

Makayla Fisher is our new school psychologist. She is here M/W. She and the CORE school psych are working together to support all of the VAIS/NCS students during the transition. After Makayla is done with some of her classes, she will be able to take on more hours.

Tiffany Roltgen has been very open about her cancer treatment. She and Lauren Shawl worked together to address her treatment with the students, and it went really well. The school community has been very supportive of her.

Katie Bhandere started as our new EA.

Kristie Sauser is our new school nurse.

Special Education teacher Kelly Gullet is taking over Sarah Greenlaw's former students.

## **Professional development**

- Restorative Practice of the Circle Process- This format will be used to get student input about school.
- Quiet Place- This is a space set up for students for regulation and to take a break. It promotes self awareness, advocacy, and self regulation.
- In June, Sally Parks, Heidi Konop, and Jennifer Digmann will be attending the Standards Institute. This time will focus on instruction that is — Grade-Level, Engaging, Affirming, and Meaningful (GLEAM). This commitment includes evening work and preparation and two weeks in June.

### Lottery & Outreach

- K- 20/22 No Waitlist  
1st- 1/1 No Waitlist  
2nd- 1/1 No Waitlist  
3rd- 1/1 Waitlist-1  
4th- 1/1 No Waitlist  
5th- 0/2 No Waitlist
- Families on the Kindergarten TWI waitlist will be offered the opportunity to attend VAIS. This is currently two spots.
- ***Please encourage any families you hear are leaving to contact the registrar's office as soon as possible. They can also contact the school office.***

### Summer school options

- Ms. Reiter discussed summer school options. She will offer Learning Chinese through art and theatre. This will be offered during session A and session B. It will be different content, so students can sign up for both. 1st-5th grade students are able to sign up.
- Wang Laoshi and Ms. Digmann will teach session C- it will be a bridging Chinese and English course. 2nd- 5th grade students can take this class.

### Chinese Trip discussion

- Teresa Mueller discussed the possibility of another trip to China
- The potential timeframe is TBD, but could be over spring break next year or another time of year. The students are not in school over the summer so that may not work.

### Committee Reports

#### Budget committee

- Evan has been working on transition with Darlene to get up to speed with the accounts.
- He has been reviewing the accounts to try to understand when/how/what is coming in and out of the accounts.
- James, Sally and Evan met to discuss a 2023/24 budget, and hopes to have a budget proposal by May.
- We should be able to align some of our categories to better mesh with the district, which should streamline the process quite a bit.
- The new budget year begins on June 1st. Evan will reach out to committees to gather info needed from each committee for the new budget.
- He is looking into having a CPA doing an audit of our books as we make this transition.

### Fundraising

- Euchre night was a success- they raised \$2200 from the silent auction and \$1,587 in cash. They think they made somewhere from \$3,000-\$4,000.
- They are working on the readathon.
- There is another food fundraiser coming up and the end of year picnic.

### Outreach

- The committee will be meeting on April 12th. They will be going through their committee playbook to put together a plan for successors to use in future years.
- The hometown days parade will be on June 4th this year and the committee has applied for a float.
- Kelly noted that we may want to spread out the recruitment events more next year. This year was too heavily concentrated in January.

### Parent Engagement

- The committee is working on teacher appreciation week.
- We are planning a moms night out on April 4th.
- The committee will work with Sally on potential logistical ideas for the upcoming community gathering.
- The committee will help out with planning the picnic as needed.

Yingying moved to adjourn the meeting. The meeting was adjourned at 8:46.