

Governance Council Minutes
Verona Area International School
VAIS-LMC
Monday, June 5, 2023

Attendance

Sally Parks, Grace Flores, Charles James, James Kokalj, Teresa Mueller, Brandon Braithwaite

Virtually: Joanne Mueller, Sarah Shaw, Evan Henderson

Also attending: Katie Bhandare (virtually), Jennifer Tzeng (virtually)

Absent: Steve Kean, Patty Immanuella, Kelly Gibson

Meeting called to order at 6:41 p.m.

Approval of May minutes. Evan moved to approve the minutes, Charles seconded. Motion carries- minutes are approved.

Director's report

<https://docs.google.com/document/d/18yaR9jhVePQcN9wG9a9d7f-6GDcwiQV3SbvgUeWB-hE/edit?usp=sharing>

We discussed the school events that have taken place. Sally would like one of the committees to take over working with the teachers and staff and recruiting parent volunteers. Parent Engagement will take over this responsibility.

We have a new special ed teacher. She will be 1.0, full time, supporting both schools.

We discussed director's hours. There are a significant number of events after hours and on weekends during the school year, and Sally would like to be more intentional in selecting events where we need her to attend. We are happy to find ways we can "divide and conquer" and not duplicate efforts, or have Sally attend events that aren't necessary, which cut into evening and weekend hours.

Enrollment: we have some older kids joining us next year who have mandarin experience. We still have four open spots for Kindergarten.

GC meeting dates for next year- Sally proposed an earlier start time. The dates are in this spreadsheet:

<https://docs.google.com/document/d/1DO8dZTSEPILbJCd9XmC3uPNA8qf-iHi5jmcRNQRx-RQ/edit?usp=sharing>

Fundraising

- The picnic was well attended and raised \$421. The chocolate shoppe fundraiser raised \$350. We are only \$280 shy of the goal. We will exceed this given that we still have the brat stand fundraiser.
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Outreach

- The parade was a success.
- The Kismet story time is being co-hosted by the committee.

Parent Engagement Committee

- Jennifer attended Kindergarten info night. New K families will be added to the Facebook group.
- Teacher appreciation week went well. NCS and VAIS provided a catered lunch for teachers.
- PE has been helping the other committees with the parade and the picnic and social.
- There is an upcoming story time at Kismet books.
- Summer playdates are scheduled for various days and times throughout the summer, and popsicles at the playground is scheduled.

Budget

- We discussed the proposed 2023-24 budget. The goal this year will be to better track expenses and understand what is coming in and going out.
- The proposed budget shows an \$11,000 deficit, but this is speculative and it is unlikely that this will be an accurate number. We also have a significant cushion in our savings account, so this is a year where we can experiment with these numbers and handle a shortfall without increasing the fundraising budget. This way we will be better positioned to complete an accurate budget next year.
- Once approved, the budget will move to larger chunks so committees have more leeway to spend the money their committee is allocated as they see fit to meet the goals of that committee. There also will be more leeway for Sally within the curriculum category so she can best determine how to utilize the funds we receive from the district.
- We will increase the fundraising goal to \$22,000 for next year with the plan to be positioned to make gradual increases in future years as needed.
- Brandon moved to approve the budget as reported, with the parameters that we will track and modify as needed in future years. Teresa seconded. The motion carried and the budget has been approved for 2023-24.

Other business: GC elections are open through Wednesday. We will do an e-vote after that to approve the slate of candidates.

A huge thank you to Teresa Mueller and Charles James for their long service on the GC since the inception of the school. Thank you to Grace Flores for six years of service on the GC. We are grateful to you all for your service and appreciate all you've done!

Charles James motioned to adjourn at 8:25. Meeting adjourned.