

Winterberry Parent Guild Meeting

November 2, 2017 6pm

Location: Winterberry Charter School, 4th Grade Classroom

Attendance: Oona Martin (president), Barbara Amy (treasurer), Rebecca Steadman, Sue Armstrong (secretary), Neal Stanbury (building maintenance volunteer), Amanda Banker (7th grade rep), Donna Mears (8th grade rep), Lalia Bunn (6th grade rep, GARDEN Initiative), Britta Hanson (1st grade alternate), Crystal Reeves (1st grade rep), Jessie Menkens (WCC liaison) Allison Koos-Fox (Kindergarten rep), Carl Battieall(5th grade rep), Sarah Robicheaux (faculty rep), Kim Spillane (2nd grade rep), Luci Malloy (4th grade rep), Eric Andersen (principal), Sam Beckett (vice-president), Jessica Gardner (fundraising chair), Aubree Wattenbarger (3rd grade rep), Emily Baker (Spanish teacher)

Agenda:

1. Welcome Song 'Come Let Us Gather', gratitude, check-ins and introductions, offer to hear community member input to agenda – 5-10 min
*Oona would like to find out some of the verses through the grades.
2. Agenda items, +/- and approval of Agenda - 5 min
Donna Mears moved/Allison Koos-Fox 2nd
Approved unanimously
3. Revisions/Approval of Meeting Minutes for October 5, 2017 - 5 min
Kim Spillane moved/Jessie Menkens 2nd
Approved unanimously
4. Reports/Questions – 40 mins (5 min each)
 - a. Administration - Principal Eric Andersen:
 1. The October student count ended this last week. Our student count is currently 236 and we will not be accepting any new students at this point.
 2. The last project to accomplish so that Winterberry meets fire code is the replacement of the kindergarten cubbies with wall mounted coat racks. We have coat racks ready to install, but we are still waiting to see what kind of shelving is acceptable to hold the baskets.
 3. Our elevator was inspected last week and it was noted that there has not been a monthly fire service test log kept. We will now be having our BPO perform the service test and keep the log in the service panel located in the downstairs girl's bathroom.
 4. A note on school safety: Since this last weekend I have thought a lot about the safety of our students. Winterberry staff has been revisiting their classroom monitoring plans and their monitoring plans for off campus as well. My biggest concern is after school events and weekend events where students could be without adult

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supervision for small amounts of time. Aside from asking parents to always know where their children are, we will also be asking for more parent help during cross country ski season to help monitor the trails during practice. There have also been some great suggestions from parents for school fundraising events. One idea in particular stood out, and that was to have safety monitors in vests during public fundraising events in order to keep an eye out for unsafe situations and suspicious activity. This would add the extra needed security for inside and outside the building. When having publically attended events I would like to see the organizers designate another person in charge of safety for the school grounds (who then could ask others to help). This would give our public attended events the added extra security that is needed for our students and still maintain an atmosphere of fun and openness.

Upcoming events:

*November 10: no school

*November 17: Lantern Walk, 6pm

*November 17 (after lantern walk)-November 21: Mr. Andersen will be out of town

*November 23-24: No school, Thanksgiving Holiday

b. Faculty - Sarah Robicheaux

Please send event fliers to Alicia Besh-Barber so she can put them on the website.

Cheryl Silcox is wondering where the money from the caramel/caramel apples will go (store or WPG?)

c. WCC Liaison - Jessie Menkens

There are some unknowns in the budget regarding teacher contracts and Student BSA.

There were discussions regarding the Hybrid program and the charter.

Oona is interested in talking with people from the other bodies regarding the 3 body process.

d. Treasurer - Barbara Amy

Balances:

General Checking	\$7,635. 94
Odd year class	\$929. 98
Even year class	\$5455.78
	Bennett \$4,105. 76

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	Seiff \$1,350.02
Facilities	\$39,461.40
WEP	\$9,745.74
School Store	\$4,105.03
Total	\$67,333.

- e. Enchanted Village - Crystal Reeves
\$4379.00 was brought in
WPG made \$3,207.73 profit.
\$813.00 expenses paid out (higher because of the thefts of the dragon head and wood).
She would like to work with the person who runs Winter Faire to implement changes for the future.
- f. GARDEN - Lalia Bunn
A little over \$6000 has been raised so far. Thanks to the WPG members who have donated (66% so far). She'll be sending out communication to the classes and the WCC. She would like to find someone who may be interested in helping with a visual display in front of the school. Hybrid families expressed that they may be interested. Lalia has been working on a video. She would like our help spreading the message that it's really easy to donate- at the front desk or on the website. The participation numbers are very important- even if people only donate \$1.
- g. Fundraising Chair - Jessica Gardner
Jessica, Oona, and Lynne Jablonski met yesterday
- h. WEP – Closed – email via Julie Pepe-Phelps.
WEP is closed. The municipality has acknowledged this.
- i. Building Maintenance Committee – Neal Stanbury/Principal Andersen
Water filters: James Spillane donated a round of water filters, which Neal installed the beginning of this year. The filter cost for each classroom is \$50.00.
They need to be changed twice a year.
The committee has received several bids on the maintenance of the boiler.

Action Items:

- 1. The Yurt: Recommendation from Outdoor Site Committee and Vote - 5-10 min
Donna Mears: Four offers were received for the yurt. A Winterberry parent offered the highest bid (\$8000.17) and it is the recommendation of the committee that her bid be accepted.
Jessie Menkens moved that the WPG accept the offer. Luci Malloy 2nd
Approved unanimously.
- 2. Reimbursable \$ for Enchanted Village - Crystal, Others? IOUS? 5-10 min

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\$813.27 is owed to Crystal Reeves

Sam Beckett moved that the WPG should pay Crystal Reeves back/Jessie Menkens 2nd

Jessie amended the motion to include reimbursement to the grades, volunteers, and teachers as needed.

Sam Beckett 2nd

Approved unanimously.

3. Winterberry Athletics: Funds raised from Raven Headbands/Bufs 5-10 min

Donna Mears requested that the profit raised from the headbands be used for the athletic/movement department. She paid for the materials (produced at cost) and will donate the profit to the WPG.

Jessie Menkens moved that the profits from the headbands and buffs be used for the athletic/movement department.

Kim Spillane 2nd

Approved unanimously

4. Teacher Training Request Support Committee - 5-10 min

As she read through the binder, Oona found paperwork Lisa Stratford made up for the teachers to fill out when requesting funding for trainings.

She is interested in understanding how training requests come to the WPG. How does the WPG know that the training being requested is approved by administration.

Jessie Menkens moved to create a committee on faculty training support, made up of Principal Andersen and other appointed individuals.

Barbara Amy 2nd

Approved unanimously

Discussion Items:

1. Emily Baker – Presentation of Teacher Training Request – 5-10min

Itzel (a Hybrid parent) has a connection to family members in Mexico who were affected by the earthquake. Maestra Baker is working with student council and the middle/upper grades to raise money to potentially pay for a house to be rebuilt (about \$1400.00) Maestra Baker would like to request funding for an observation trip to an established Waldorf school in Mexico. She would like to observe in main lesson classes grades 1-8 and their music classes. There is a lot of Aztec culture in this area. The family that she hopes to sponsor lives an hour and a half away, and she would be able to visit and take photos or video of the area to bring back to Winterberry.

2. Review/Evaluation Discussion of Email Voting - 5 min

Because of the urgency of the topic, an email vote took place for the Anthioch teacher training funding request. It was presented at the meeting in October, so representatives felt it was ok to vote by email with a short window.

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It is important to reply all (open voting).

Email voting should only be used in emergency/time-sensitive situations.

3. WEP materials- most materials have been handled? – Some items remain? –
Most of the WEP items went to the aftercare program at Anchorage Waldorf School.
Donna Mears moved that administration choose how to disperse the furniture and the rest of the supplies of the WEP program (excluding files that need to be retained and the computer, which is WPG property)
Jessie Menkens 2nd
Approved unanimously
Donna Mears moved that the administrative committee decide what to do with the laptop.
Luci Malloy 2nd
Approved unanimously
4. THE BINDERS! They are a gold mine!
Oona has spent a lot of time going through the binders, which are filled with wonderful historical information. She appreciates the years that many WPG members have put in to serve the WPG.
 - a. Bylaws and Roles and Responsibilities - 5 min
 - b. Class Rep Binders - 5 min
5. 3-Body Party and/or Special Meeting to get organized in December? January?
Interested? 5 min.
Oona offered her house for the December meeting.
6. 4th Grade Rep's turn to create summary from minutes to share with classes.
 - a. Thank you 3rd Grade parent Sara Garsha for creating the summary for October!

Announcements / Additional Community Comments? 10 min

*The NVC community workshop was well-attended.

*The Lantern Walk is a faculty- held event, with some parent support needed.

*Rachel Vandermartin (via Aubree Wattenbarger) wanted to remind us to assign volunteers for the Winter Faire very soon.

Future Agenda Items:

1. Next meeting will be on December 7th - Location TBD.
2. Outdoor Site Committee & Building Expansion
3. Website and Social Media Roles and Responsibilities

Move for Adjournment and Closing Song - Oh How Lovely is the Evening

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