



## Cooper Landing School Parent Advisory Committee

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### **PAC Meeting 11.11.2015**

#### **Roll Call:**

Doug Hayman, Angel Bond, Laura Johnson, Carrie Williams, Kira Kangas, Heather Harrison, Tommy Gossard, Virginia Morgan, Susanna LaRock, Kathy Recken, Jessica Larsen, Shannon Meredith

#### **Approval of Agenda:**

The agenda was amended to switch items #7 and #8, addressing the “Small Schools Matter” letter writing campaign (new business) before the Saturday Market (unfinished business). It was decided that new business should be addressed before unfinished business as a general principle in the PAC meetings to accommodate the needs of most attendees. **AI:** Future agendas will reflect this decision.

The amended agenda was approved.

#### **Reading and Approval of Minutes:**

The minutes from the last meeting were approved.

Jessica brought up the Robert’s Rules of Order emphasis on actually reading the minutes at each meeting, and it was addressed how the PAC had decided previously that in interest of time this would not occur at each meeting. **AI:** But in respect of this, it was decided to have action items highlighted in each set of minutes, having those action items reviewed at each PAC meeting, and to have a printed copy of the prior meeting’s minutes available for review at each meeting.

#### **Addition of New Members:**

No potential members were present. Carrie was welcomed as an interested community member in attendance for the day.

#### **Principal’s Report:**

Ordering next year’s student workbooks and other supplies has begun. We are working at compiling accurate numbers for enrollment, but are over-ordering slightly on the optimistic side. There are no scheduled curriculum changes in the next couple of years, so any extras will not go to waste.

On November 3 the district held a budget work session with the school board and the information gathered from the October 15 budget presentation was reviewed. Mr. Hayman received the following links and descriptions from the superintendent and they were forward to be included in the minutes:

*To see what was reviewed go to this link in the board packet:*

*<http://www.kpbsd.k12.ak.us/WorkArea/DownloadAsset.aspx?id=34779> This information included*

*feedback from those site councils that chose to reply and also a list of questions that we gathered from that evening. The feedback was a part of the board packet, but is now also posted on the Finance Department webpage. The questions and the district answers are also now posted on the Finance Department page. For your convenience here is the link to the finance page:*

*<http://www.kpbsd.k12.ak.us/departments.aspx?id=38>*

*The link to the feedback is here:*

*<http://www.kpbsd.k12.ak.us/WorkArea/DownloadAsset.aspx?id=34826>*

*The link to the questions and responses is here:*

*<http://www.kpbsd.k12.ak.us/WorkArea/DownloadAsset.aspx?id=34825>*

*It is important to share this feedback and the questions/answers with your site councils at their next meeting. Their next meeting is also an opportunity to gather more questions and/or suggestions to aid in our budget development process. We will have another budget work session on Dec. 7/8 with the preliminary budget going to the board on Jan. 11. In February, the Board will have more work session time to review budget details, key communicators will meet, and there will be 3 public budget forums. Here is the link to the budget development calendar:*

*<http://www.kpbsd.k12.ak.us/Workarea/DownloadAsset.aspx?id=34475>.*

Mr. Hayman informed us that all school board meetings are available to be attended by MS Lync.

Mr. Hayman also reported that Pegge Erkeneff (district communications specialist) sent the district's comments on funding of small schools to the State, and this was said to be on the KPBSD website. (On the evening of November 11 this could not be found on the site. **AI:** Jessica will check with Mr. Hayman as to where those comments may be found.)

Pegge Erkeneff and Sean Dusek (superintendent) are also drafting a resolution for the board to support (or not support), possibly taking the district's input a step beyond just a public statement.

#### **Teacher's Report:**

The circus performer artist, the PAC's preferred choice, will not be available at any time during the school year, so Mr. Gossard will once again contact the other two artists to attempt to schedule an artist in residence.

Wednesday, November 25, is an early release day (the day before the Thanksgiving Break).

On December 1 the school will attend the Anchorage Museum for the Van Gogh exhibit and the Spark Lab. The students will leave at 9 am, as they are expected at the museum at 11:30. They will be done at 2:30. **AI:** A count of adults interested in attending is needed.

Elizabeth will be gone for a couple of weeks in December – Virginia will be substituting for her primarily, with Laura filling in on piano lesson days.

Boughs for the Christmas swags are expected to be here on November 17. Thus assembling the swags is tentatively scheduled for November 18, start time of 9 am. This date is still liable to change due to weather delays. **AI:** We need to ask around for volunteers to help with making the swags.

Ski lesson days are expected to be Tuesdays, February 2, 16, 23, March 1 and 22, and April 5.

### **Treasurer's Report:**

We currently show \$6115.28 in the PAC fund, but there have been slight discrepancies (always less than \$100) with the district's accounting (usually in our favor). **AI:** Susanna and Virginia will talk to the district and figure out what is not being recorded correctly.

In the past month there has not been any money going out, but we received \$517 from Kingfisher (thanks was expressed!), \$100 for Saturday Market, and \$100 from the Equinox Run.

### **Other Reports:**

Heather reported that she has not been successful at getting answers to the questions submitted at the October 15<sup>th</sup> meeting – apparently David Jones at the district has questions about the questions and they have just exchanged messages. **AI:** She will continue to pursue this and report back at the next PAC meeting or via email to the PAC.

Mr. Gossard asked whether the PAC would be willing to fund Battle of the Books this year, as per usual, at a cost of about \$120.00. A motion was made and seconded to fund Battle of the Books in the dollar amount needed. This was voted for unanimously in favor.

Kira reported that preschool is rolling forward. Six to eight preschoolers are expected to participate. Only three or so have attended so far.

The library is attempting to get the preschool reading program going again. On Thursday, November 12, from 3-4pm, there is a party at the library for children ages 0-5, their parents, and community seniors. At this time discussion will occur regarding volunteers and scheduling to revive the program.

Kira also reported that she got no interest about having a French class, but she mentioned a possible Tae Kwon Do class and this was received enthusiastically.

### **New Business:**

The "Small Schools Matter" group is encouraging letter-writing campaigns in affected communities. A discussion ensued about the best time and way to do this in Cooper Landing.

Discussed:

- Having an hour-long session advertised to the community? No – a single hour may not be enough time and may be too limiting for various schedules.
- Combining the swag making with letter writing? No – all hands are needed for swags and people there to write letters will not get the undivided attention they deserve.
- Holding a session for two hours on Friday, November 20? Morning, afternoon or evening? No – there's enough going on already with Saturday Market preparation.
- Having a letter-writing station at the Saturday Market? Yes – a lot of people will be through there and it's a great way to educate people and get their involvement.
- Having a table set up at the school for an extended period, perhaps in the hallway by the Scream collage, with information posted there and letter-writing equipment available (computers and paper/pens)? Yes – this is a good location and can provide a flexible schedule for letter writers.

- Preparing some posters with salient information for both writer-education and inclusion in letters? Yes – this will take some pre-work.
- Having generic letters available for signing and maybe adding a little personal story, for those not willing/able to write a full letter? Possibly yes.
- Put letter-writing on the January agenda for the Community Club meeting? **AI:** Tommy said he would do this. (Kathy pointed out that the legislative session doesn't even begin until January and won't end until April, so this is not too late.)
- Providing different venues for letter-writing, for instance senior housing, the library, and the school? Yes
- A letter to the editor by some state legislators, printed in the Alaska Dispatch News on November 2, was recommended as reading as an example of a powerful letter. Virginia had a printed copy at the table for perusing.

**AI:** In the end it was decided that anyone able to help do some preparatory work for this letter-writing campaign would meet at the library at 2 pm on Friday, November 13, to prepare informative posters and otherwise plan for the campaign.

#### **Unfinished Business:**

Saturday Market on November 21. All seems to be going according to the plans made previously.

So far we have 14 vendors signed up. There are nine soups committed and eight baked goods. **AI:** We need to find more volunteers to provide baked goods, particularly ones packaged for gifting (whole pies, etc.). Kira offered to bring flyers to the Baptist church services to solicit baked good donations and will work with Susanna to create one. Ladonna may be willing to take some flyers to the Lutheran church services and Rachel Sullivan to the Catholic services.

The Elf Auction has made \$1000.00 so far. This amount is expected to increase in the next 10 days. Laura has composed a letter to give to the auction winners – with one small correction offered by Virginia (stating “Cooper Landing School” instead of “community school”), it was accepted. Laura will also be providing follow-up in the months after the auction to make sure the elf services are provided so that it's a successful fund raiser and can be done again in future years. **AI:** Advertising the auction will also be revised and improved for the Crier.

**AI:** Set-up for the Saturday Market was scheduled for Friday, November 20, at 2pm, for all who can assist. The students will be at the library that afternoon, but Susanna will stay at the school to be available to help. We will ask Elizabeth to help as well, since she has skills in decorating. (Booty Camp will have to be cancelled due to the tables being set up.) Heather Harrison will pick up additional tables from the community hall that day between 11 am and 2 pm. Kathy will be working at the library at that time and can provide the key to access the hall.

#### **Next Meeting:**

Wednesday, December 9, 12:30 pm at the school.

#### **Adjournment**