



## Cooper Landing School Parent Advisory Committee

19030 Bean Creek Road • Cooper Landing, Alaska 99572-9704 • (907) 595-1244

---

### Cooper Landing School PAC/Site Council Meeting Minutes

Wednesday, October 18, 2017

*The mission of Cooper Landing School is to provide a positive learning atmosphere, placing the highest emphasis on academic achievement and service to the community, while maintaining a balance between school, family and community activities. This will be accomplished by meaningful communication and collaboration to utilize all available talents and resources.*

Called to order at 12:35pm

#### Roll Call

Tommy Gossard, Susanna LaRock, Jessica Larsen, Heather Harrison, Angel Bond

#### Approval of Agenda

The agenda as written was approved.

#### Review and Approval of Minutes

The Action Items from the August meeting minutes were reviewed with the following discussion:

The school staff did not yet work on putting together a discipline plan for the PAC to review. We acknowledged it would be appropriate to have one in place. We discussed perhaps adopting Tustumena Elementary's plan as our own for simplicity. (This is available on the Tustumena Elementary web page, accessible through KPBSD.org, for anyone to review.) It is a well-developed plan built into the school's culture, with substantial incentives for students to behave so they do not lose quarterly event privileges. But it may be well above the needs of our school and its culture. We also discussed just putting our current practices into writing so that they are an acknowledged and accepted plan, and not trying to create something new for the school. The current practice, as summarized by Mr. Gossard, is that the same day a disciplinary problem presents itself, he discusses it with the parents, and together they come up with an individualized plan of how to address it. With these two ends of the spectrum discussed, the action item was again passed back to the school staff, to come up with a written disciplinary

plan. **AI:** The school staff members will work together to craft a school discipline policies/practices plan to bring to the PAC for review.

Susanna had fulfilled her action item of emailing all parents about the PAC's enthusiasm to have more participants. It had limited success to this point. We discussed how we do hope for more parent involvement, but know we have a good percentage of school parents already participating. Some parents simply do not want to participate in the meetings and decision-making processes, which is fine. But not knowing the actual decision a parent has made around participation weighs heavily on Mr. Gossard in particular; as the "front man" when it comes to school events/field trips/etc, he do not want to receive feedback from parents such as "how come I was not informed of this". Parents need to know that decisions are made at PAC meetings that affect them, their students, their finances, and their schedules, and that if they want a voice in those decisions, they must participate. He will be conversing directly with non-attending parents about PAC participation, and wants all parents to make it clear that they are either okay with decisions being made on their behalf and thus choose not to participate, or that they want a voice and they must be at PAC meetings to have that voice. Any PAC members can and should help him in this. Heather Harrison also volunteered to communicate with any parent who has a problem with PAC decisions in order to help them understand that they had a choice and a responsibility to participate in that decision and they opted out by non-attendance. **AI:** Mr. Gossard and other willing PAC members will, in person, warmly educate and invite non-participating parents, who have not already made their participation decisions clear, about the role of the PAC and the kinds of decisions that the PAC makes, so that any non-participation becomes a clear choice, not a default action.

In fulfillment of her action item regarding field trip options, Susanna reported to us about performing arts options for the school children. She did not have any luck finding dates and times for TBA Theatre matinee shows. Jessica referred her to a separate tab on the webpage for school events. (<https://www.tbatheatre.org/field-trips>) At the Center for the Performing Arts there are two programs she brought to our attention: Anatomy of the Piano in February and Step Afrika! in March. No decisions were made at this time, but as scheduling becomes more clear and after checking into concurrent events at the Anchorage Museum, we can make a decision about a performing arts trip to Anchorage, likely paid by grant. Susanna also presented some information about field trips to the Alaska Sealife Center, but Mr. Gossard covered more of this in the teacher's report.

All other action items had been fulfilled.

The minutes were approved as written.

### **Addition of New Members**

No potential new members present. We welcomed Angel back, as she attends as she is able. We acknowledged with our new emphasis on only four meetings per school year, it will be easier to make the attendance requirement of membership, as this has been a burden in the

past. We all agreed unofficially that as long as a member excuses themselves when they cannot attend and comes when they are able, their membership is not in question. We may need to address this officially in the bylaws in the future.

### **Finalizing Election Results**

Voting by email was unanimous in favor of Heather Harrison continuing as president, Jessica Larsen as secretary, and Virginia Morgan as treasurer.

### **Principal's Report**

Mr. Hayman was not in attendance but had sent some budget information and links/attachments by email to staff members. Susanna would forward this to parents.

### **Teacher's Report**

In light of the PAC's intention to streamline meetings, Mr. Gossard did not go through any calendar items that are already posted to the calendar. Any parent can access the calendar on the school website.

Parent Teacher Conferences for first quarter, as always, can be scheduled flexibly with Mr. Gossard, not just on the days calendared for conferences. Parents should contact him to set a time to meet.

He has been emailing ASLC about their overnight programs for students, and he brought us a sample itinerary to review as well as the curriculum options for the overnight and day programs. The overnight programs start at 5pm and end at 9am the next day. The two options that best suit our group are Cephalopods and Bioluminescence. The cost is \$55/student, with one free chaperone per 10 students. (A simple dinner and breakfast are included. They provide thin sleeping mats for the cement floor.) There was concern about the day following the program being a wasted educational day, because of how tired the students would be. So doing it on a Friday night and finishing on a Saturday morning was discussed as an option. But going into the weekend was not generally appealing. A discussion ensued about how to make the most of the second day in Seward, visiting the museum or the fish hatchery, for instance. In the end we decided to pursue a day program piggy-backed onto the night program, with the hope to stay a Thursday night doing the Bioluminescence program, followed by Friday doing the Cephalopods during the day. The day program is advertised at \$25/student, so the expected cost is \$80/student. Mr. Gossard will see if there is any discount for doing both programs together or if the cost is simply additive. The PAC's preference is to do this during the second half of January, on a Thursday night and Friday. **AI:** Mr. Gossard will continue his communications with ASLC to nail down specific dates and final costs.

In order to pay for the ASLC field trip, a motion was made that parents be responsible for a \$20/student co-pay, and the PAC pay the remainder of all student program fees. All parents

attending are responsible for their own fees. This motion was seconded and voting was in favor.

Battle of the Books will start the first week of February.

A request was made that, if available, skiing be scheduled for Thursdays this time, instead of Tuesdays.

### **Treasurer's Report**

Account balance is \$6164.77. The Equinox Run brought in \$539.00.

### **Fundraising Committee Report**

The fundraising committee met on Monday, October 16. Three people were in attendance to plan the Holiday Market to be held at the school on Saturday, November 18. They worked out an organized plan to include all school families in the responsibilities of running the Market, from set-up, to manning tables, to soliciting food items for sale as well as the Cake Walk. **AI:** Heather will contact all the families to inform them of their duties and/or request their services. Jobs can be swapped around in case of dissatisfaction. (All PAC members and parents should note that 35 baked good and 10 soups are needed to be donated and these contributions are much appreciated.) **AI:** Susanna will talk to Shane about scheduling his Friday gym cleaning for Sunday, after the Market is complete.

The spreadsheet of Saturday Market duties will be included with these minutes when they are e-mailed to all parents.

### **Next Meeting**

November 8, 2017 @ 12:30pm

### **Adjournment**

Meeting adjourned at 1:30pm