



## Cooper Landing School Parent Advisory Committee

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

### Minutes of the PAC Meeting held on October 19, 2023, 5:00 PM via Zoom

**Roll Call:** Rachel Sullivan, Adam Sullivan, Shayla Swain, Martha Story, Cindy McKibben

**Review and Approval of Minutes:** Shayla made the motion to approve the minutes of the last meeting (May 4, 2023), and Martha seconded. The motion passed.

**Review and Approval of Bylaws:** Cindy asked if everyone had a chance to review the bylaws. She stated that currently there are no elected officers. Rachel asked for clarification of the confidentiality statement at the end of the bylaws. Cindy provided same. Cindy then suggested one change to the bylaws as follows: On the second page under Elections, the first bullet states that *“Nominations for officers will be solicited via email, by the school secretary, two weeks before school starts.”* She suggested changing it to *“prior to or during the first PAC meeting of the year.”* Rachel motioned to approve the change, Shayla seconded, and the motion carried. Shayla then motioned to approve the bylaws with the change, and Martha seconded.

Cindy then asked for nominations for officers. The bylaws state that we need a president, secretary and treasurer. Cindy clarified that she is not allowed to hold an office. She then mentioned that she has contacted Liz Hayes, the director of finance, with the question of whether or not the PAC can vote to use the funds in the PAC account without there being any officers. She has not yet heard back but will keep everyone informed when she does. Rachel asked if we could nominate someone who isn't in attendance at the meeting. Cindy said she didn't think so. Shayla asked if Rachel knew of someone who was interested. Cindy said no, and that apparently there were no officers last year either. The group briefly discussed the responsibilities of the officers and seemed willing to possibly take on one or two of the roles. Rachel said she was least interested in the treasurer position. Shayla asked if she were to take on treasurer, would she be starting from scratch or are there existing records. Cindy said Donna has been doing the job of secretary and treasurer for quite some time, has good records, and would be willing to train. Shayla asked when the next meeting is. Cindy stated December 14. With no one volunteering, and understanding the reluctance to commit, Cindy stated that we could wait to make nominations and vote at the next meeting, and in the meantime, solicit parents, emphasizing the need for all 3 positions. Everyone agreed.

#### **Principal's Report:**

- Title 1 Information - Since Cooper Landing School is now a Title 1 school, we receive a small federal grant and as such, there are federal requirements that

must be met. We are required to hold a mandatory Title 1 annual meeting. Cindy has incorporated that meeting into this PAC meeting, with a separate agenda and sign-in sheet.

Once everyone signed in, Cindy explained what Title 1 is. She shared a brochure explaining the different components. Cooper Landing School was designated a Title 1 school this year based on information submitted by parents last year by way of the e-Rate survey. There are three different programs that make up Title 1. The first is a School-wide model where additional funds and support can be used how the school sees fit. Then there is the Targeted model, which is usually designated for K-2 literacy. The last program is the Preschool model. We chose the School-wide model. Since we are such a small school, we received a very small grant which helped us hire a second teacher.

The next component of Title 1 involves parent involvement. Part of this is a home-school compact wherein teachers, family members, and students agree to work together to reach students' academic goals. We, as a school and community, need to agree to the expectations. Cindy presented a default compact that KPBSD utilizes. She clarified that we can either adopt it as is or make changes to it. Attendees read the compact and agreed that it was acceptable as is. Copies will be passed out at parent/teacher conferences next week.

Another part of the parent involvement component of Title 1 is required parent engagement activities for both semester 1 and semester 2. The school community is asked to come up with fun ideas that will involve families and students participating in an academic activity together. Examples would be Bingo for Books or Camp Read a Lot.

In order to achieve this, we are required to have a meeting specifically for this purpose. Cindy proposed this meeting for next Thursday, October 26 at 5:00. She asked if the group would prefer to meet in-person or via Zoom. The group prefers Zoom meetings.

Also, next week's meeting will include creating a parent engagement action plan.

Adam asked if skiing can be one of the parent engagement activities. Cindy said no, it must be academic.

- Background Checks for Field Trips – Anyone over the age of 18 who participates in a school field trip is required to have a background check completed prior to the trip. This is whether or not you are driving a child other than your own.

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

- K-3 Mrs. Dillon – Please make sure your child has a dishwasher safe water bottle that can be left at the school.

Mrs. Dillon has begun sending home information packets with your child's work each week. Please return the empty folder as soon as possible.

- 4-12 Ms. Krissy – Fourth through eighth graders are wrapping up their science and Social Studies unit on geography and landforms. The students have been learning about latitude and longitude and how different maps are used, as well as the variety of landforms found throughout the world. This unit was the launching point into World History and Earth Science. Students will continue studying maps, including historical maps throughout the year. In Language Arts, students have been working on writing dialogue and completing their food narratives.

Battle of the Books has officially started and the reading race has begun! We have a few new competitors this year that are happy to be joining the team. This is the first time in many years that we have had teams competing in all categories – grades 3/4 through high school! Even though students compete at different levels, we are all one big team representing our school. Students work together and encourage each other along the way.

**Treasurer's Report:** The PAC fund has a balance of \$6,449.82. Cindy stated that that is enough money to cover skiing.

Shayla asked if the PAC has a fundraiser, does the money go to the school? Cindy clarified that there are 2 funds – the student activity fund and the PAC fund. The student activity fund is where funds go that are raised by the school. The PAC fund is where funds go that are raised by the PAC. Shayla asked if they wanted to have a field trip in the spring, does the money come from both accounts? Cindy said it depends. If the school fundraised for a particular trip, but didn't have enough funds to cover the trip, they could go to the PAC and ask if they could fund a portion of the cost.

Rachel asked if we could combine a fundraiser with a parent engagement activity. Cindy did not know but will check on it.

Rachel asked if any other field trips are in the works besides Harry Potter World and skiing. Cindy stated that's all she has heard about.

Rachel said skiing is most important to the families. Cindy asked if Rachel remembered how much skiing was last year. Rachel could not remember but said she expects it to go up this year.

Cindy also said that we need to find a point person to run the skiing trip as Tommy did the work in years past for all 3 schools. Cindy said she was going to ask Dawn, the aide in Hope, if she would be willing to be the point person. She worked closely with Tommy last year. Rachel said Ms. Lindquist in Moose Pass is very organized and might be a good person to ask. Adam asked if we could reach out to Tommy for information on how to go about it all. Cindy said yes, we can definitely do that. Adam has worked some with the ski patrol on the avalanche program so knows some of the guys at Alyeska.

Shayla looked up the cost of skiing last year and said it was \$185 per person for lift ticket, lessons, and equipment rental.

**New Business:** None

**Unfinished Business:** None

**Next Meeting Dates:**

- Semester 1 Parent Engagement Activity Meeting – October 26 @ 5:00 pm
- PAC – December 14, 2023
- PAC and Semester 2 Parent Engagement Activity Meeting – February 8, 2024
- PAC – May 9, 2024

**Adjournment:** Rachel motioned to adjourn the meeting. Shayla seconded, and the meeting was adjourned at 5:54 pm.