

## APC Meeting 10/02/25

**Staff:** Tessa Sullivan, Rebecca King, Ash-lee Waddell, Irene Saxton, Kyle Darbonne, Haley Balog, Mo Wilkinson

**Absent:**

**Guests:** David Schneider

3:31 pm Call to order

**Public Comments:** David Schneider asked about APC and the description of a possible treasurer role. Tessa provided guidance for the roles/responsibilities that the treasurer role would take on (see packet for more information). Kyle provided more information at describing the role in more detail. Kyle is mostly wanting a report that can be created to bring back to the APC. David would want historical documents to see what he would be looking at as reference. Asked about our bookkeeping system (APEX). Described income generated from FOFA separate from FW. David will share his email to receive the documents and see if he has capacity to take on a role.

Kyle: Title 1 school- needs a Title 1 development plan. Was done with Todd previously where only kids that qualified were served. The model changed and now Title 1 serves the entire school. A needs assessment will be shared so everyone can see it, looking at all aspects of the school and rates our needs. The goals were always to decrease students in Tier 3 interventions by 10% which is generally met and then restarts in the new year. Attendance and chronic absenteeism (missing 10% of the year or 4 days per quarter) will be added to this year's concerns/impact on the student and the class as a whole. On the 1<sup>st</sup> of every month, Kyle and Sharlyn will get together to create a plan for each child (a letter sent home first time qualifying, tier 2 Is a phone call for a meeting to problem solve and provide support). Goal is to hit 93% attendance rate this year. In discussion the APC decided that a personal phone call may be a good way to bridge the gap and have a human side of attendance policy.

**Approval of Agenda:** Tessa reminded committee that policy manual is not on there, nor is communication plan, and Irene is not finance. Becky asked to move meeting format to new business. Ash-lee moved to approve, Mo seconded.

**Approval of Minutes:** Minutes look good and were approved by Irene, Becky seconded.

**Financial Report:** Discussion in public comments- Kyle also brought a financial report/budget and walked the APC thru certain line items.

### **Old Business:**

- a. One Campus Dream: Margie and Kara want to join One Campus Dream. Kyle emailed Aaron 'the borough guy' to discuss further. Bob emailed yesterday to encourage Aaron to move faster.
- b. Charter Renewal: Because the APC has been prioritized by tackling the financial aspect of the APC, Tessa proposed to continue reviewing the documents as part of the packet but discussing at a later date. Becky proposed to identify all elements and then create a working

group. Discussed that what is needed is for someone to send out what we need to review and then divide between APC members. Possibly adding another meeting to focus rather than trying to accomplish this all in APC meetings. Kyle will have more time in late October to go thru the packet to help organize more of what needs to be done- will be done by Halloween and then APC members will decide how to move forward.

**New Business:**

- a. Meeting format: Mo volunteers to be time-keeper. This includes accurately estimating the number of minutes things will take. Prioritize what we need to have done, and then making sure the meeting progresses by prioritization. Meeting norms- reading minutes, agenda and admin report before the meeting.
- b. Admin report:
  - i. Socratic seminars are happening now
  - ii. Becky attended the ECRI training
  - iii. Sharlyn resigning at the end of the semester. Starting Monday there will be debrief / overlap times with Sharlyn and Kyle to have a check in daily. Switch over will be at 11:30
  - iv. HOST team out of the resilience coalition has created some additional afterschool programming. Starting with K-2, being hosted at Paul Banks. Is \$600-\$700 for the entire year to have care for afterschool for a child participating in the program. The only hangup is that kiddos can't ride the bus from LFW to PBE.
  - v. FOFA: Prepping for Harvest Fest. All call for volunteers as not a lot of people have signed up yet. Desire to have an online auction presence so working thru the details with that. Irene will help with getting an online presence.
  - vi. Enhancing financial readiness: concern and then a solution proposed for new items. Becky also found a document for roles/responsibilities. Plan to read and talk about at the next meeting. Discussion of more accountability with continuing minutes to document when large items are purchased and approved.
  - vii. Will decide next meeting if we need an additional meeting outside of the APC meeting.

Executive Session not needed

Meeting adjourned at 4:58 pm Becky and Mo