

**SEPTEMBER 2016 BOARD  
MEETING MINUTES**



**www.sunprairiebep.com**  
**501 S. Bird St.**  
**Sun Prairie, WI 53590**  
**(608) 834-6500**

**Date:** Thursday, September 15, 2016, at Royal Oaks Elementary

**Board Members Present:** Seth Degnan, Kelly Shipley, Nancy Everson, Bill Meister, James Ackley, Randy Enders, Chris Swenson, Krista Kaltenberg, David Dison, Jenny Stebnitz, David Thwing, Cassie Montanio, Sharlot Bogart, Karen Bailey, Andrea Daniels, Chad Wojtysiak, Jill Conaway, Taran Katta, Betsy Butler. **BEP Members:** none. **Guests:** none.

**Agenda Items**

- I. Call to Order 7:35 a.m.** by Seth Degnan
- II. Approval of 8/18/2016 Minutes**  
Motion to approve by Sharlot Bogart; seconded by Nancy Everson. Motion carried. Thank you to James Ackley and Royal Oaks for hosting today's meeting.
- III. Parent Forum - N/A**
- IV. Introduction of Guests/Parents**  
Degnan introduced Taran Katta, student representative from the high school, and Andrea Daniels, Director of Secondary Teaching, Learning & Equity from the school district.
- V. Student Feature** Taran Katta Taran shared about  
International is writing letters to raise awareness of issues around the globe. Our homecoming royalty will be gender neutral this year, and homecoming events will be in full force week after next.
- VI. Treasurer's Report** Nancy Everson  
Nancy Everson reported that we had no expenses yet - only income. Everson handed out the balance sheets, showing a little dip in the accounts due to market variances. Monies have been moved to Summit Credit Union now as per our board policy.
- VII. Membership Report** Chris Swenson  
Chris Swenson handed out the final numbers from the 2015-2016 campaign, showing that we basically got back to where we were in 2014. Last year was tough as we lost the Walmart grant. Some new members this past year were essential. We need to increase membership for the next year. Everson and Swenson are working on two key members. Concerns over dues and how they are attributed were brought up. We do have some members who have adopted a class who haven't paid dues. Fees are \$200 for Reading Buddies if not a member; \$100 if a member. Reading Buddy pairings are going out. Nancy will convey the new policy that membership is required. We need to take a look at the membership list; who should be added? Let's do some recruiting. Membership letters will go out in early November. Invoices may need some work. We need contact names of business members - two names in case someone leaves. We will grow our membership best by word of mouth.
- VIII. Pending Activities**
  - A. Calendar of Events/Meeting Locations/Program Updates** Nancy Everson  
Everson is checking on a location for the December meeting. She is working on getting all the dates for GRIT recognitions. Elementary and middle school dates may be set

soon. At the next meeting we will have this. For first semester, all meeting locations are set.

**B. Adopt a School**

James Ackley

Ackley reported that they are moving forward with the Rocket Run volunteers and sponsorship, and a couple of pairings of teachers and the business are occurring between Royal Oaks staff and Frontier Communications. They are working through the logistics. The PR piece is being developed. Paired classes will visit Frontier at some point. Rocket Run is the main fundraiser for Royal Oaks; it is a proactive, kid-centered pledge run where kids get pledges to run for 20 minutes. Last year they raised \$38,000 on the run. Other elementaries are following this model due to the success. New volleyball standards, digital music keyboard, chromebook carts, drying rack, teachers get an allowance, etc. have all been through this funding mechanism. Online pledges are also part of the giving, and you can even watch the growth online. Prizes for the top runners are given. Businesses sponsor and get their logos on t-shirts. It is good fun. Northside is working on developing their Adopt a School program. Understandably, Krista Kaltenberg has been busy getting to know her students!

**C. INSPIRE Program**

Nancy Everson

This is a program that ties in with Career Cruising and businesses put in their information in the system. There is no fee to the businesses. The group is using Sun Prairie Schools as a model and really wants us involved. Everson would like some of us to pilot this and see how much time it takes. Looking for mentor possibilities for students - many levels of involvement. Before we go all in, let's see how much time it takes to start this. Sharlot Bogart will check this out. Andrea explained how the district is developing this program, integrating it, and making the ties. Thwing had a question regarding the access point for students and how they manage the student contact portion of the program. Daniels agreed there needed to be a process for this. It bypasses the teacher managing some of this. Everson mentioned there could be a link from our website to this program. Everson and Daniels are working on this. Swenson would like to hear more from the INSPIRE people. Everson will contact them.

**D. Reading Buddies Update**

Everson & Degnan

All spots are filled. Nancy will be sending out notifications later today.

**E. GRIT Campaign**

Everson

Ameriprint is working on cleaning up the logo design. T-shirts - Jenny is on it; Ameriprint will support some of this project. Fifth graders receiving t-shirt ideas? 75% said yes to t-shirts. Promoting the ideas of GRIT could be done through the quarterly newsletters. Principals could send Blackboard Connects, website info, newsletters, etc. It was suggested that an email with the info be drafted that principals will send out. Stebnitz reflected that the blackboard blurb is preferable. Information about GRIT will be sent out to all 4th and 5th grade families. It was suggested that maybe we ask one point person to manage the list at each school. Ackley recommended a clerical person would handle it in his building. There may some be push back from parents for kids who don't get a shirt at the end of the year if they had a slow start. Sharlot mentioned that the Education Foundation had time at the district-wide ceremony to promote their mission, and asked why not the BEP? We need to communicate who and what we do to teachers better. Ackley will draft some blurbs for the principals to send out advertising the GRIT tenets on Blackboard Connect.

Window clings and logos are being worked on in multi-colored and black/white format. Schenck could send out the window clings to members in their thank you letter. Thwing loves the cling he has from Best of SP. Stebnitz will set up an appointment with Ameriprint as soon as possible.

For the high school program, the employee nominations process is getting updated. More at the next meeting.

**G. Website Update/Status**

Wojtysiak

Chad Wojtysiak still needs information. We need to get live. Only four programs on the site have information it so far. He will send a request for updates. Everson says we need to go live. Board members, please submit a headshot photo to Wojtysiak for the board page. Send events pictures to him as well for use on the site.

**H. Working Wednesdays Update**

Dison

The program will start up again on September 21 at the high school. David Dison said we are booked up through the end of September. Hy-Vee wants to be heavily involved. Texas Roadhouse is becoming involved. Businesses want an invoice for the fee. Everson will prepare a membership invoice/letter for David Dison to send to interested businesses. There are recommended amounts on the invoice. A Working Wednesdays reminder of the opportunity needs to be sent to our members. For students at the high school, announcements are made and signs are in the cafeteria telling of upcoming participating businesses. Announcements need to be made at PPA as well. PPA students can get there if staff and students are informed.

**I. Career Night at CHUMS**

Rippl

Rippl not in attendance.

**IX. Other Business**

**A. BEP Program Overview Flyer**

Ackley

The idea of a 12-page booklet was discussed; it would explain all of the programs to potential members. A fee of \$325 quoted first; down to \$250. Discussion continued about limiting printing costs, possibly doing a tri-fold. Ackley responded that he had initially thought tri-fold as well, but we have too many programs as Ackley had Mary Petrie do a mock-up, finding it did not work well. A motion was made to approve the development of the brochure. Motion Wojtysiak; seconded by Bailey. Motion carried. Ackley asked for a point person for the brochure.

- B. **Board Member Replacement** Degnan  
Tabled until next meeting.

**X. Ongoing Projects**

- A. **Adopt a Class** Degnan  
Nothing at this time.
- B. **Adopt a Future** Everson  
Everson stated that a meeting will be taking place with key district office people soon. She will attend and report back.
- C. **Prairie Voices** Butler  
The dates for the two nights will be Monday and Tuesday, April 24-25.  
Night 1: Bird, Creekside, Eastside, Horizon, Patrick Marsh, PPA, HS  
Night 2: Northside, Royal Oaks, Westside, Sacred Hearts, Prairie View, Cardinal Heights.

**XI. New Items Brought Forward**

- A. Wojtysiak shared his handout for Wilde East Towne Honda's Safety Event on Saturday, October 8, 10 am to 4 pm.
- B. Butler asked about ideas for the annual meeting locations. Committee listing will be updated for next time so people who are new can see what this is all about and where they want to concentrate their energies.

**XII. Adjournment**

Seth Degnan

A tour of Royal Oaks will be given for those who can by James Ackley. A motion to adjourn was made by Everson; seconded by Wojtysiak . Motion carried at 9:05 a.m.

**The next meeting BEP Board Meeting is Thursday, October 20, 7:30 a.m. at Day One Pizza.**

cc: BEP Members, Administrative Team, School Board Members