

THE OPEN SCHOOL BOARD OF DIRECTORS' MEETING MINUTES

October 8, 2024

6:00 p.m.

at The Open School

1. Roll Call
 - a. Present: Kelly Carpenter, Ray Tupling, Shelly McFate, Shelly Donner, Stefanie Milam, Megan Schnorenberg Candelaria and Maureen Disque
 - b. Absent: Davina Lockhart
2. Principles of Operation
 - a. Listen to Everyone's Ideas
 - b. Include All Who Attend
 - c. Wait to Speak; Don't Interrupt
 - d. Focus on the Topic at Hand
 - e. Respect Others
 - f. Agree to Disagree/Vote
3. Welcome new member – introductions
 - a. Introducing Maureen! Welcome to the board.
4. Teacher Reports
 - a. Laura's class- focusing on transportation, will be taking a trip to the Laramie airport. Starting some Halloween fun. Working on syllables, names, writing etc.
 - b. Joni's class- working on fire safety. In math, recognizing, naming, & sorting, colors, counting words in sentences, learning directions (left and right) with tracking pictures, working on writing, strengthening and holding pencils
 - c. Reanna's class- focusing on fall, doing leaf investigations, next will be doing apple investigations, and then pumpkins and Halloween. Doing a lot of work on social and emotional learning, problem solving, in math working on the number 6, and finger counting. Kids are learning squares and rectangles, working on rhyming, name recognition, and letters in names. Working on a lot of hand strengthening techniques (play-dough) and drawing horizontal lines and vertical lines.
5. Business (Old & New) – combined with Director's Report
 - a. Bike shelter
 - i. Construction management group at UW has students needing to work on a project.
 - ii. The board looked at the space and determined a shed with a concrete pad and sliding door would be ideal. Also needs to be large enough to fit one of the bike racks.
 - iii. Shelly has been trying to get in touch with the city for any required permitting to build the shed.
 - b. Fall field trip
 - i. Cheyenne pumpkin patch
 - c. Conferences -sign up
 - i. Shelly will send the board sign up for parent/teacher conference snacks
 - d. Halloween party
 - i. Half-day October 30th. Costume parade at 11:15 weather permitting.
 - e. Withdrawal from Reanna's room

- i. Due to circumstances, the board discussed offering to reimburse the withdrawing family a prorated amount of tuition for the remainder of October.
 - 1. Motion was made, seconded and approved to reimburse the family for the remainder of October's tuition.
 - f. Former Open School teacher-Miss Margaret will be starting story time with the kids
 - g. UW PE
 - h. Music- Teacher from Whiting
 - i. Will start prepping students for peppermint parade on December 12
- 6. Board docs update
 - a. handbook
 - b. bylaws
 - i. Motion was made, seconded and approved to make Shelly's suggested changes to the handbook and the bylaws. Shelly will circulate for signature at the next board meeting.
- 7. Committee Updates
 - a. Maintenance Committee
 - i. UW Big Event – Oct 19th morning
 - ii. Students will be here at 9:30 am
 - b. Family/Staff Relations Committee
 - c. Fundraising Committee
 - i. Pasta starts Oct 28.
 - d. Event Committee – Peppermint Parade
 - i. December 12. It would be helpful if board members are available to pass out cookies after the show. Also, if anyone is available, Shelly might need some help with setting up for the show.
 - e. Strategic Planning

Executive Session

- a. Treasurer's Report
 - i. Balances—see attachment
- b. Closure/Identify/Assign Follow-Up Tasks
 - i. Next board meeting November 12 6 pm @ Chalk and Cheese