

Date: 2/9/21	PBA CSC MEETING Agenda/Notes
Agenda Items: 4:15	<p>Agenda Items:</p> <ul style="list-style-type: none"> ● 1. Call to order and welcome – Akudo Nwokeukwu ● 2. Approve minutes from January 19, 2021 - All ● 3. 2021/2022 Budget update and Approval - Andrew Schutz ● 4. Strategies on how to improve enrollment for 2021/2022 Academic Year ● 5. Next Steps ● 6. Member Replacement - Suggestions/recommendations ● 7. Future CSC agenda items and/or miscellaneous discussions – All ● 8. Adjournment
Meeting Participants:	PATRICIA DEMEL,MARGARET CYPRES, FELICIA DOZIER,, LAUREN FUNAI, ALLISON HENDRICKS,,AKUDO NWOKEUKWU, ELENA PETROVA, Drew Schutz, Ms. Dia
Time	Agenda Items and minutes
_55_minut	<p>Akudo: I’m going to kick start us now. I’m happy to see all of you but I have noticed that the parents are not able to connect. I will look into how to help them log on for next months’ meeting if this continues.</p> <p>Drew: Thanks everyone for taking the extra time to come and serve on this committee. We have 2 agenda items to discuss. One is to certify and approve the budget. We have formed a side committee on some enrollment strategies. Meg Cyprus is presenting. Our budget is reduced by 353,000. We used our staff and non salary spending to meet our budget reductions. Slide- overview how our budget is constituted. (pie graph model)</p> <p>Chat Question:What is protech?</p> <p>Drew:People like Akudo, Yuri and Marisol This is the option we chose last time.</p> <p>Allison Hendricks: I was asked by another colleague , “why are we cutting librarians instead of one of the special teachers where we have two like Music and Technology?”</p> <p>Drew: I know our librarian was wonderful. My reasoning is we have resources like paras and teachers who can help keep our active library. It would be harder to replace a music teacher and technology teacher. I know our librarian was here and did more than checking out books, but that was the decision because it would be harder to make up a music class with classroom teachers and paraprofessionals .</p> <p>Our Non Salary Spending is reduced by 35,000. This will be a reduction in field trips, books, and shredding services. I looked for places to save 35,000 and a nice chunk came out of the money allotted for field trips, I shaved only a little off books. I saw that we had a large chunk of money spent on shredding, 10,000 so we are taking that off the budget and saving 10,000 when we can go to the store and get one for 100. I also can save money with a budget for lunches for kids who didn’t turn in their free and reduced lunch and can try to find donators to help with that instead of budgeting for it. This is the document for the Chairperson to sign to approve the budget.</p> <p>I want to pause and see if everyone is OK with Akudo signing off on this page.</p> <p>Akudo: I see that everyone is acknowledging and in agreement.</p> <p>: On behalf of the whole staff we truly appreciate you and we’re here to give extra commitment to whatever you need.</p> <p>Drew:Thank you so much,</p> <p>Akudo:I will open it up right now for approval of the Jan. minutes.</p>

Pattie:I approve the minutes

Felecia- I second it.

Drew: I wanted to share enrollment strategies. Hopefully the Biden administration will return to historical numbers as in numbers for refugees let in our country, he's going to bump it up and let more in , which is the right thing to do in my opinion. So hopefully now not having the federal government in the way of letting a school like this flourish with students from other places will help us with enrollment.

We are creating new marketing materials- postcards - send out to families for Choice Round 1. Thanks to Akudo for helping with this. We ordered a lot and hopefully can send them out periodically.

We have revamped our website and created a Facebook page where we can post videos, pictures, and experiences we are having here at school so that can have a strong presence on our website .

We are going to have a page designed by our students in PBA's STEM lab. We may do Instagram

We are also going to just be blasting out this information and our celebrations and I just really want to bump up our online presence. I really want to show people that there is no place like PBA , because it isn't here in Denver. Our long term strategies for enrollment are mainly foundational things I want to do to strengthen our school. Some ideas are: Build out STEM programming, I want our kids to have opportunities down the road and I think highlighting the STEM lab will do that.

Host events in community spaces- Go to apartments and have some tutoring or community celebrations at Pine Creek and Grace apartments just to name a few places where we have large enrollment.

Strengthen school culture and academic programming- Make sure the parents of students we already have sees the heart and soul of us and they can help with word of mouth which can go a long way in big cities.

Identify, celebrate, and publicize successes- celebrating wins and exciting things to happen and do that with the methods we already talked about.

Drew:Having talked about the budget, here's what we're doing on an enrollment perspective. I will pause for questions or if anyone needs clarity.

Akudo:Are we going to the expos

Drew: Yes, you and I are going Akudo.

Akudo:I think we used to take for granted the enrollment so we forgot to reach out and now we need to start engaging more so I think this is really great.

Felecia: When you google pba , there are some negative comments from old students can we get rid of that or get it removed.

Drew: I don't think we can fix that, we just need to do better to get good feedback.

Patti:I'm getting surveys all the time from doctors visits, can we do that to get feedback from people.

Drew: Yeah, I don't want to send a survey out to parents and say hey can you rate us positively, but I am thinking of ways to get feedback from them, but I will keep that in mind further down the road. I think this has been the toughest year of our careers for all of us and I'm hoping our hard work through this tough time will get noticed and we will get some positive feedback for how we handled these tough situations.

Akudo:Maybe we can do something combined with the DPS survey that is sent out at the end of the year and get feedback that way.

Drew: Yes, I do want to look for ways to get feedback from our families.

Akudo:Should we move on to parent attendance.

We have had problems with parents missing meetings they were supposed to attend and wanted ideas on how we can get students who have moved, how do we replace them?

Felecia: I like reminders, I think sending out reminders to parents will help like a day in advance.

Dia: In the past we have had families come. I remember a family coming for a long time, and then I don't see them, but I always come.

	<p>Funai: Discusses names of family members who have been involved in past.</p> <p>Akudo: We have nominated families to</p> <p>Funai: I don't mean to interrupt but we have two e-mail from family members that are not in attendance because they can't get in.</p> <p>Drew: I think we can switch to zoom and I can send out a link for zoom from now on because I haven't seen any problems when using Zoom.</p> <p>Akudo- Well I want to hear ideas on how to recruit more parents because we have one that left and need to add a new one.</p> <p>Hendricks: I think it's the teachers who are going to need to think of a name of a parent to suggest and then we can offer to call for the teacher to recruit them to make it easier on a teacher who knows of a student but doesn't have the time to call.</p> <p>Patti- I think if I call parents , it will encourage them to join CSC rather than hearing a phone call from Drew or Akudo.</p> <p>Akudo- That would be great and I look forward to hearing names .</p> <p>Akudo- what are your ideas on next agenda items.</p> <p>Felecia- I think getting middle school parents involved is super important too because it seems that once their kids get in middle school they start to not be so involved.</p> <p>Akudo: We can call on one person to share how their day . Ms. Petrova</p> <p>Petrova: Wonderful. We have very well prepared students in math and thanks to the 7th and 6th grade teachers because all the kids are wonderful and everyday is wonderful.</p> <p>Akudo:Ok I will call to adjourn th emeeting can I get a second</p> <p>Hendricks- Second</p> <p>Akudo- We have parent meeting on Feb.25 and will need your help to reach out to parents on getting them involved.</p>
<p>__ minutes</p>	
<p>5 minutes</p>	<p>Next Steps/Future Agenda Items:</p> <p>Next meeting</p>