



Caring  
Connecting  
Innovating

## KTEC Governance Board

### Minutes

#### Governance Board Meeting

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##### Date and Time

Monday July 8, 2024 at 6:30 PM

##### Location

Remote

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##### Directors Present

P. Schofield (remote), R. Czarnecki (remote), R. Patterson (remote), S. Brown (remote)

##### Directors Absent

A. Laws

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#### I. Opening Items

##### A. Record Attendance

##### B. Call the Meeting to Order

R. Patterson called a meeting of the board of directors of KTEC Governance Board to order on Monday Jul 8, 2024 at 6:30 PM.

##### C. Approve Minutes

R. Czarnecki made a motion to approve the minutes from Governance Board Meeting on 06-28-24.

P. Schofield seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### II. Academic Excellence

##### A.

## **STEM**

Discussion on STEM activities that were done in the past and looking to increase our future STEM opportunities.

### **B. School Improvement Plan**

School Improvement Plan (SIP) with KUSD and KTEC planning team, working on consistent academic expectations, and goals for increasing student success in Reading, Math and Writing.

### **C. Collaboration Time**

Staff collaboration time being restructured.

### **D. Culture Team**

Culture team working on goals that include behavior and PBIS, visuals will be posted throughout the school and in every classroom to increase student success.

### **E. Interventions**

Discussed interventions in Reading and Math for students who struggle academically.

## **III. Marketing**

### **A. Timelines**

Discussed timeline for marketing KTEC to the community for next school year.

## **IV. Communication with Families**

### **A. Communication Software**

New software will be used by all teachers to communicate with families. Governance Board will also use this tool to communicate with families.

### **B. Safety training.**

Opportunities for student and family safety training discussed.

### **C. Fieldtrips**

Updates to fieldtrips will be communicated to families.

## **V. Facility**

### **A. New building.**

Scott has moved into the new building.

Scott provided updates on the projects in the new building, moving boxes and furniture, and his collaboration with the district and other administrators.

Discussed recess plan and drop off/pick up plan.

## **VI. Finance**

### **A. Expenditures**

Discussed expenditures and additional ways to save.

Moving into new building brought expenditures that will impact our budget.

## **VII. Governance**

### **A. Role and communication**

Discussed ways to share the role of the Governance Board with families.

Discussed communication with KUSD school board.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:20 PM.

Respectfully Submitted,  
P. Schofield