

## Board Meeting of Kaleidoscope APC

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| Date: April 16, 2018 | Location: Kaleidoscope Library |
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Attendance Log:

| Board Members |                         |   |                        | Staff  |  |
|---------------|-------------------------|---|------------------------|--------|--|
| X             | Liz Burck               | X | Joy Harper             | X      | Robin Dahlman, Linda Hibberd   |
| X             | Crista Cady (left 5:47) | X | Cheryl Siemers         | X      | Nicole Shelden, Kelli Stroh, Stacy Tronnier, Sara Boersma, Lisa Atchley, Dawn Grimm, |
| X             | Jan Darch               |   | RaeEllen Kurzendoerfer | Guests |  |
| X             | Ben Hanson              |   |                        | X      | Christine Ermold, Sarah Castimore, Rinna Carson, Heather Floyd, Jessica Wilshusen    |

Legend: X - present   E - excused absence   T - teleconference   V - video conference

| Topic                                 | Information - Finds - conclusions - Recommendations   |
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| Call to order                         | Ben called the meeting to order at 4:18.  |
| Mission Statement / Unique Feature    | Jan read the mission statement. Introductions were made.  |
| Approval of Agenda                    | Ben motioned to amend the agenda placing item 8c to above item 7. Jan seconded. Unanimous approval.<br><br>Crista motioned to approve the agenda as amended. Joy seconded. Unanimous approval.  |
| Approval of Minutes                   | Jan motioned to approve the minutes from March 19, 2018. Liz seconded. Unanimous approval.<br><br>Ben shared that Linda asked for special meetings to be advertised in additional ways.   |
| Public Comments                       | Stacy Tronnier appreciates having artist Shala Dobson at the school.<br>Kelli Stroh has enjoyed the After School Clubs.   |
| Administrator Report<br>Robin Dahlman | <p>a. Enrollment – 257</p> <p>b. Budget report - \$40,000 to expend to carry over full 10%. Robin estimates above 8% carrying forward. Sub account as of April 13 was \$45,101.74. Daily costs are:<br/>             Certified 8 hours x \$17.50 = \$140.00 + benefits = \$150.71<br/>             Non-Certified 8 hours x \$15.00 = \$120.00 + benefits = \$129.18<br/>           Temp aide sub is hired to finish out the year for 6.5 hours a day. Staffing and FTE related to SPED for certified is 19.10 with 1.85 FTE sped certified (9.68% certified staff is sped certified). Support staff is 8.32 FTE total with .88 FTE sped support (10.57% total staffing of classified staff). There are 35 staff members, 4 are Sped (equivalent to 8.75% of staff). Other requested items were clarified by Ben and Robin will provide info by the end of the week.</p> <p>c. Funding update-State and Borough. Proposed budget put forward with flat funding from state and max funding from the borough.</p> <p>d. Staffing update – Hiring committee has offered Special Education Teacher position to Melissa Kremel. There was a reduction of 1.0 FTE as Susan Cooksey received a notice from district that she will not yet be provided a contract. Cecilia Deatherage, speech pathologist, will be relocating to Seward. Replacement staff for speech will be assigned by Clayton Holland.</p> |

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|                   | <p>A temporary support staff position began today to support the safety of children.</p> <ul style="list-style-type: none"> <li>e. KSAS organization report and highlights – State testing, Strategic Planning Committee continues to meet, early release notes provided, Artist in Residence has been here for 2 weeks, Kinder visitation was successful and new students for next year have enrolled.</li> <li>f. Upcoming events – Formally thanked all staff for the after school activities. Reminded the public that we have a google calendar on our website with all activities listed. This Thursday from 3:00-3:30 is Art Reception. April 26 is kinder concert at 5:30, April 27 After Testing Fun Night. Band concert and 5<sup>th</sup> grade performance coming up.</li> </ul>  |
| Committee Reports | <ul style="list-style-type: none"> <li>a. Charter Reapplication Committee – APC met last Thursday to review bylaws and spoke to what the teachers are reviewing. Robin is in process of gathering details from district and filling in this new format. Will be ready for review to the APC at the August meeting. The Board will list out the Board seat terms for 10 years. Robin will offer a draft to the APC May 7.</li> <li>b. Strategic Planning Committee – Format is merging the old one with one provided by Timi Tullis. The vision was condensed, the Beliefs was limited to beliefs rather than actions and practices. They are reviewing the 12 unique features. Draft form will be presented to the May meeting.</li> </ul>  |
| Discussion Items  | <ul style="list-style-type: none"> <li>a. Admin Evaluation– All returned inputs will be typed by Liz with target date in the week of April 30. Robin is on contract until June 5.</li> <li>b. Overview of KPBSD admin hiring by Dr. Ermold – Provided outline of the process and keeping KSAS within the law. Process is: 1) Dr. Ermold will look through resumes to verify candidates have required licenses or are eligible to obtain one. 2) She will look at confidential references. 3) One person is designated to ask all questions. 4) She will attend interviews. Three HR required confidential references for complete packet are not seen by committee as they are not credentialed but Dr. Ermold will listen to our process, will acknowledge if an issue came up in references to confirm or redirect, sharing if there is something that may be a critical decision making issue. The district will provide copies of cover letters, resumes, and other requested documents. Position will close April 20, questions to her by April 25, approval by April 26, then a day and a half to vet the candidates. If needed, IT will visit facility to make sure everything is in place for interviews. The APC to decide who will welcome the public, remind public to turn off phones, who will ask questions. They will send email tonight for interested participants, meet in executive session April 20 at 8:00 a.m. to form committee (RaeEllen and Cheryl are unavailable), close position April 20, Ben will pick up candidate information for review April 23, circulate the interview questions by email by April 23, and be approved by April 25.</li> <li>c. Administrator Recruitment Selection Committee – Discussed how the previous selection committee had been formed. Interviews will have one person asking the questions and it will be open to the public. The goal is to complete hiring by May 2 with the current Board. Committee needs to be formed this week, candidates scheduled for interviews with time to get to town or arrange for skype. The feedback form due April 18 will be considered in putting together the list of questions. The committee will look at candidates and make selections to interview (3 to 5), develop list of questions, hold the interviews Saturday, April 28, review of interview content. It is typical to allow 15 minutes for reviewing questions and interviews 30-40 minutes with candidates monitoring their own time. Pool has 12-24 applicants who have not yet been vetted.</li> </ul> |

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|                | <p><b>Motion</b>-Crista motioned to hold all interviews for candidates Saturday, April 28 2018. Public to provide feedback should attend all interviews. Joy seconded. Unanimous approval.</p> <p>Ben and Robin will circulate an email for interest to sit on the committee. It's suggested they be at KSAS next year, have history with KSAS; committee will consist of the APC, 2 staff members with 1 being founding member, 2 at large. Interviewees names are not public until day of interview. Jan may not be available April 28. Charter was read on the APC having the responsibility of hiring the admin but Ben wants a committee to provide a selection to the APC.</p> <p><b>Motion</b>-Ben motioned to establish the makeup of the selection committee to consist of APC, 2 members of the Kaleidoscope community with preference to parents or guardians of students, 2 additional staff members, including support staff, with preference to founding members. We will notify to the public and staff this evening with deadline to reply as Wednesday, April 18 by 5:00 p.m. but all who attend all interviews will be able to offer feedback. Note there is a huge commitment April 28. Joy seconded. Unanimous approval. Crista offered her support before leaving meeting.</p> <p>d. APC Elections – Parent rep ballots were due by 5:00 today. Robin will call to get date for results. Returned staff representative ballots will be given to Ben tonight. The new board members will be told in advance and seated at the May 7 meeting. APC notebooks will be collected from outgoing members and given to new members.</p> <p>May 18 is the APC Barbecue and we will ask to borrow the Borough grill. The Board will email to assign all aspects of the Barbecue. Jan will email this “to do” list out.</p> |
| Public Comment | Rinna thanked the Board for exerting much effort in getting the general public involved in the processes.   |
| Board Comment  | <p>Cheryl knows the date selection for interviewing is hard.</p> <p>Ben knows there is a lot to do and asks for input if someone sees something that won't work.</p>  |
| Adjournment    | Ben adjourned the meeting at 6:55. Unanimous approval.  |