

Board Special Meeting of Kaleidoscope APC

Date: May 7, 2018	Location: Kaleidoscope Library
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Attendance Log:

Board Members				Staff	
X	Liz Burck	X	Joy Harper	X	Robin Dahlman, Linda Hibberd
E	Crista Cady	X	Cheryl Siemers	X	Nicole Shelden, Dawn Grimm, Sara Boersma, Kelli Stroh
E	Jan Darch	X	RaeEllen Kurzendoerfer	Guests	
X	Ben Hanson			X	Rinna Carson, Suzie Metteer

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

Topic	Information - Finds - conclusions - Recommendations
Call to order	Ben called the meeting to order at 4:19.
Mission Statement / Unique Feature	Joy read the mission statement. Introductions were made.
Approval of Agenda	Ben motioned to amend the agenda to include approval of March 26 minutes. Cheryl seconded. Unanimous approval. Joy motioned to approve the amended agenda. RaeEllen seconded. Unanimous approval.
Approval of Minutes	Liz motioned to approve the minutes for March 26, April 16, and April 20. Joy seconded. Unanimous approval.
Public Comments	Kelli Stroh shared about the study trips and activities happening to wrap up the year. PTA approved support with the 3 rd / 4 th grade social action of garbage cans for the Nature Trail. Next year Elaine Larson and Laurie Cowgill will design our school schedule. Dawn Grimm thanked the APC for the time they put in on this Board. Ben read from comment box the suggestion of "Cool Math on Discovery Friday".
Administrator Report	<ul style="list-style-type: none"> a. Enrollment Update - 257 b. Budget Report – \$34,913 to expend by June for 10% carryover. The support employee on the Admin Hiring Selection Committee will be paid overtime for her hours worked and that is not yet reflected. Mrs. Dahlman requests 3 additional contract days for Mrs. Grimm to transition to the administrator position (APC suggests up to 5 days), 2 additional teachers join in the district leadership days, 4 teachers traveling in June for professional development request meal reimbursement of \$1652 total cost. Liz questioned professional development grants for staff traveling in June; they are not available. Sub account is \$52,062 as of May 4. Discussion was held to explain the large difference between beginning and current balance for sub accounts. Liz requests to meet before last work day in June to look at final numbers. Linda will email detailed budget spreadsheet without the salary and benefits included to the APC. <p style="margin-top: 10px;">Funding Update – State and Borough committed to flat funding for FY19.</p>

	<ul style="list-style-type: none"> c. Staffing Update – One teaching position open with 2 applicants to date. Hiring committee needs one parent rep to participate. The .25 FTE band position is still open with suggestions given if this doesn't fill. Cost of staff dedicated to sped are \$324,589. Mrs. Dahlman is unable to share the percentage of time she spends with sped issues due to privacy laws. The school psychologist position will be assigned by district in the fall. Cynthia Detrow will be our speech pathologist. These may be shared positions. d. KSAS Organizational Report and School Highlights - The higher than expected master schedule expense of \$1500 will go to the staff for feedback. Discussion was held on if this is a necessary expense. Free or low cost mediation services was suggested by RaeEllen. e. Upcoming Events –Mrs. Dahlman will ask Borough Maintenance to deliver the grill for the Barbecue. Food has been ordered, plates and other items will be set up. September 8 is tentative APC training shared with Montessori and Fireweed Academy. A contract can be put in place now for a 1 or 2 day training, to be determined by APC through email.
Committee Reports	<ul style="list-style-type: none"> a. Charter Reapplication Draft Submission – Committee took apart every piece of current charter to put it in correct location of new model, making sure items aren't duplicated. Mrs. Dahlman described the major changes made to this more streamlined document. Mrs. Dahlman will email this to the Board by next Friday, May 18. Any bylaw changes will need to be included. b. Strategic Planning Committee – The next committee meeting is the 9th. c. Admin Evaluation Committee – Liz compiled evaluation documents, and an executive session is needed to review them. This will be with the old and new Board members.
Discussion Item	<ul style="list-style-type: none"> a. Seating of new APC members – Mrs. Dahlman thanked Dr. Siemers (2 years) and Mrs. Darch (4 years) for their service on the Board. They were presented with hanging flower baskets. New Board members are Nicole Shelden (staff rep. seat A), and Rinna Carson (parent rep. seat A). b. APC Officer Elections – Nominations and votes held. Officers are: Ben Hansen Chairperson, Liz Burck Vice-Chairperson, and Rinna Carson Secretary. Nicole asked about teachers reporting on grade level activity and committees at future meetings. Cheryl suggested reports be sent to the Board, similar to the Principal's report, before each meeting. c. End of Year Planning – Barbecue details discussed. Tables will be set up outside. APC is to wear nametags and will hand out food. Desserts and sides will be on tables and will come from families.
Public Comment	None
Board Comment	<p>RaeEllen would like the Board Handbook to be put together in the Fall and suggestions were given on what to include. She requests holding another Special Education round table with Clayton Holland attending. RaeEllen presented Mrs. Dahlman with a plant for her time at Kaleidoscope.</p> <p>Ben has started a handbook outline, with schedule detail of standard practices, records and forms, and procedures. His plan is to begin the school year with working outline and getting the base of the document completed midyear.</p>
Adjournment	<p>Ben motioned to adjourn at 6:03 p.m. Unanimous approval.</p> <p>Next meeting is August 20, 2018, 4:00 in the library.</p>