

Board Meeting of Kaleidoscope APC

Date: Nov. 6, 2019	Location: Kaleidoscope Library
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Attendance Log:

Board Members				Staff	
X	Liz Burck	X	Tony Munter		Dawn Grimm, Mary Blossom
X	Crista Cady	X	Nicole Sheldon		
X	Rinna Carson	X	Stacy Tronnier	Guests	
X	Julie Laker		Vacant (Comm. Rep.)		Kyla Besse, Holley O'Brien, Alison, Riley & Lucas Cramer, Jenny Hack, Ryan Coleman, Daryle Anderson, Erin Sansotta

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

Topic	Information - Finds - Conclusions - Recommendations
Call to order	Liz called the meeting to order at 6:01 p.m.
Introduction / Mission Statement	Stacy read the mission and Board introductions were made.
Approval of Minutes	Rinna moved to approve the minutes of the October 9, 2019 meeting. Stacy Seconded. Unanimous approval.
Approval of Agenda	Julie moved to approve the Agenda. Nicole seconded. Unanimous approval.
Board Acknowledgements	<p>Student Presentations – Mrs. Cady thanked the audience for joining us and presented a handout to the board showing what the students have learned in music. The students, under Mrs. Cady’s direction, performed a sampling of songs demonstrating the musical concepts and skills they’ve learned. 4:08</p> <p>Featured student performers: Eva Anderson, Graysen Besse, Mila Coleman, Taylor Cramer, Gavin Sansotta, Molli Sansotta</p> <p>Mrs. Sheldon’s 2nd grade student, Mila Coleman, presented her end of 1st quarter project and year-long theme book with the APC board and members of the audience. Mila shared the life cycle of birds, plants and fish using various art techniques such as watercolors, collage and drawing. Mrs. Sheldon explained the binder holds her yearlong theme map that ties into the school’s Searching for Treasure theme, plus the conceptual key point of Change and reflections on Life Skills.</p> <p>Greenhouse Construction Volunteers – Liz publically recognized and thanked the PTA for working hard and raising money to bring the greenhouse project to Kaleidoscope. This will be a valuable and huge contribution to the school.</p>

	<p>Anonymous donors also gave generous contributions and are very much appreciated.</p> <p>Liz also gave a special thank you to Nicole Sheldon and her father, Harry Ala, for all their work and guidance put into the greenhouse. It was under their leadership and expertise that helped the project progress and complete construction.</p> <p>In addition, thanks also goes to Wendy and Darby Gruber, Dan and Sarah Castimore & family, Todd and Megan Smith & family, Pete and Charlotte Coots, Randy Dodge, RaeEllen Kurzendoerfer and Robert Krol, Steve Bowen, the Sansotta family, and Mark Laker. We also would like to thank the staff members and their spouses who contributed time on the weekends to help – Stacy Tronnier, Jan and Norm Darch, Joy and Ken Harper, Dawn Grimm, Kelly Stroh, Debbie and Matt Boyle. The board apologizes if anyone was missed.</p> <p>Nicole said in the summer we will be looking for people that are willing to do general gardening - pull weeds, water, tend to the needs of the greenhouse. 17:58</p>
Public Comment	None
Principal’s Report 23:07	<p>a. Staff Updates – No updates at this time.</p> <p>b. Enrollment – Current enrollment is at 260. K-40, 1st-42, 2nd-45, 3rd-42, 4th-43, 5th-48.</p> <p>c. Budget – Most recent update shows funds remaining to spend down (\$156,298). This dollar figure does not show retro pay, salary increases or long-term substitute pay. Estimate at this point is about \$80,000 to spend down by June 1st.</p> <p>On November 12th there will be a KPBSD Budget Development meeting, and Kaleidoscope is one of the hosting sites if anyone is interested in attending at 6:00 p.m. in the library. Information will be delivered via Skype with a question and answer period with the district.</p> <p>The governor will release the state’s next fiscal year budget somewhere around the second week of December. The biggest concern will be the Base Student Allocation, which determines how much money we get for each student. There may be other factors as well, but we will be developing our own Kaleidoscope budget before we leave for Winter Break.</p> <p>d. Events – Christmas Drive forms have been sent out to families. We will collect and distribute purchases to those in need. Everything collected goes to Kaleidoscope families.</p> <p>Shala Dobson comes next week, starting Nov 12th through the end of the month, working on the entryway art. She will be working with the students to create the mosaics.</p> <p>Nov. 12th - Budget meeting next week Dec. 2nd - Great Alaska Shakeout Earthquake Drill, moved from October Dec. 6th – 5th grade End of Quarter celebration – Kaleidoscope Town Dec. 13th – 1st/2nd End of Quarter Celebration Dec. 17th – Holiday concert @ 6:00 pm at KCHS Auditorium</p>

	<p>Dec. 19th - Kindergarten Cookie Exchange @ 2:45 pm</p> <ul style="list-style-type: none"> * Dawn reminded those that may not know, Kindergartners do not participate in the holiday concert. They will have their own separate celebration. <p>Dec. 20th is the last day of school for students, until they return on January 7th.</p> <p>In response to a question from Rinna, Dawn explained per the contract MOA, Shala will be busy working on mosaics with the students. Professional development training will occur during regular staff meetings, so that's why there won't be substitutes like we typically would. The school will be filled with the mosaic entry art they are creating and will be very time consuming. The Halstead family has created a new metal school sign for the school. The school is planning on having a Kaleidoscope family night or event to commemorate the new entry artwork and sign. Installation will require blocking off the entire entryway and will take a couple of days. The original timeframe was moved from October to November from the request of Shala and Jim, thinking the Thanksgiving break would work well.</p>
<p>Committee / Project Reports 32:15</p>	<ul style="list-style-type: none"> a. Greenhouse – Nicole suggested the APC board re-establish a Greenhouse Committee with teachers and parents to start working on a curriculum plan with the staff. Dawn will add this item to the staff meetings. b. Entry Art - (Shala Dobson Project) – Discussed above. c. Evaluation Committee (Liz, Julie, Nicole and Tony) - Julie said surveys were passed out during P/T Conferences and are due by November 22nd. Julie explained to those in the audience, the APC has a sub-committee that will look at the principal surveys that come in, tally, and present them to the full APC board for consideration; such as ideas that should be changed at the school, things that are going well, areas of weakness. Nicole stated next Tuesday the staff will be given their principal evaluation to complete, with the same due date. Julie also briefly described the other various surveys – one about the school in general, which comes back to the APC, plus the district receives separate evaluations: one on the school, as well as teacher performance, and administrator feedback surveys. <p>Rinna shared a big part of the charge of the APC is hiring, firing and evaluating our administrator. We have a twice a year evaluation of the principal. The surveys handed out are tools used to inform the APC on how to make the school better.</p> <p>Liz explained the APC Board does get back together after the evaluations are compiled. It is one of our bigger jobs, to renew contracts for the principal and offer that evaluation. It is a lengthy process and very detailed, but also very important information. This helps the APC a lot in our job to guide and support ideas. The evaluations are all confidential and anonymous. The clarification was made that the teacher performance evaluations go directly to the principal and are not reviewed by the APC.</p> <ul style="list-style-type: none"> d. Budget Committee (Liz, Rinna, Crista, and Stacy) – Rinna shared the first budget committee meeting met this afternoon. Hard to pin down the budget

	<p>for next year when the governor has not indicated his intentions. For the most part we have a similar draft as last year, with anticipating some changes due to the new negotiated agreements. She also explained for the benefit of the audience that charter schools are responsible for their own budgets. Part of our charge is to appropriate the monies with the mindset of our school's mission and vision.</p>
<p>Discussion Items 42:10</p>	<p>a. Variquest School Equipment – The APC was provided handouts for their review. Dawn explained the Variquest machine we currently have is a cutting machine the parent volunteers and staff use quite often. We have been having some long-standing problems with it, plus it's attached to one of our school computers. In investigating a replacement cutter machine, Variquest sent a quote to buy a new cutter, along with an option to purchase a new Poster Maker with a Design Center. If we purchase both items, Variquest will include a cold laminator for \$99.00. The school used to have a Variquest poster maker, but it broke and was unfixable. This new model offers a design center, which includes a fully-integrated scanner and touch-enabled workstation, is mobile, and would not need its own computer. As an example, a teacher could put in a regular sheet of paper and the poster maker will convert it to poster size; as well as the reverse, scan the poster, and it will print out letter size. The design center would come with a stand and dedicated lifetime technical support, and once the software is installed there would be no need for district IT.</p> <p>For the benefit of the audience, Dawn explained for purchases under \$5,000 such as the cutter, she is able make on her own for the benefit of the school. Purchases over \$5,000 require APC approval so they can assure there is adequate funding. What is being presented to the APC is for the poster maker, minus the \$2,000 discount comes in at \$6,995 and the cold laminator would be included for \$99. The regular price for the cold laminator is \$1,995 if purchased separately. The benefits of the cold laminator include the ability to laminate inkjet, crayon or acrylic artwork without it melting, as what happens when using the heated laminator we currently have.</p> <p>The money to purchase the poster maker would come out of the designated one-time equipment fund that currently has a balance of \$365,000, not what is shown on the current budget document. Also important to know for people not familiar with the budget, as a charter school we have to spend our budget down to zero. Otherwise, we lose our rollover for next year, which is a little over \$300,000.</p> <p>The APC discussed different points: What does a lifetime guarantee cover? How often would the post maker be used? Past use and experience with the previous machine. The benefits of having the machine and different uses, from classroom to general school posters. What are the supply costs?</p> <p><i>Rinna moved to allocate up to \$8,000 out of the equipment fund for the purchase of the poster maker, contingent on staff approval. Nicole seconded. Motion carried. Yes: Crista, Julie, Nicole, Rinna, Stacy. No: Liz, Tony</i></p> <p>Considering the November 30th quote deadline, Dawn will email the Variquest information sheet to the staff requesting immediate feedback.</p>

	<p>b. Principal Evaluation Timeline/Duties – Need someone from the evaluation committee (non-staff member), to hand out the principal evaluation to the staff. Tony will come to the school on the Wednesday, Nov. 13th, in the afternoon and give the evaluation to each staff member.</p> <p>Liz also brought up the discussion about changing the evaluation verbiage to align with the Agree to Disagree continuum instead of the current Definitely or Seldom wording. For consistency, Liz will change the evaluation form and have them at the school for Tony to disseminate to each staff member and they will sign their acceptance.</p> <p>In follow up from the last meeting regarding the principal evaluation timeline/duties, Rinna emailed the state, and they called her back. In short, the state said whatever is in our contract (policies and procedures) in our charter is as is, unless both parties mutually agree to changes. Ms. Duvall said that the school board can only compel us to change our process during the time we renew our contract in ten years. That is really the only time the school board can ask us to change the elements of our charter. Rinna would still like to follow up and forward her the principal evaluation language in our charter and the proposed language of the school board.</p> <p>Our timeline is set with the next step being to collect the evaluations from the staff, the evaluation committee will review those. The district has their evaluations as well, the information comes together, then Liz and Dawn meet with superintended O’Brien on Dec. 6th. The evaluations review will be taken under a special meeting executive session on Nov. 26th at 5:00 p.m.</p>
Public Comment	None
Board Comment/Announcements	<p>Crista suggested the board should hold a drawing for a coffee card or gift card to give for when we hold evening meetings.</p> <p>Rinna appreciated having the student performance.</p> <p>Stacy presented the draft of the t-shirt design for the 15-year Kaleidoscope celebration. These will be ordered through the PTA.</p>
Notice of Next Meeting & Adjournment	<p>Next meeting is Wednesday, January 8, 2020 @ 4:15 p.m. in the library.</p> <p>Liz adjourned the meeting at 7:29 p.m.</p>