

## Board Meeting of Kaleidoscope APC

Date: Sept. 13, 2022	Location: Kaleidoscope, Library in person
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Attendance Log:

Board Members				Staff	
P	Robyn Zinszer	P	Dan Castimore (Chair)		Dawn Grimm, Stacey Weeks, Joy Harper, Cindy Hurst, Sharon Theroux, Kyla Besse
P	Nicole Shelden	P	Joe Nichols		
E	Kelsey Short	P	Erin Sansotta	Guests	
	Vacant (Comm. Rep.)		Vacant (Comm. Rep.)		Matt Morse

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

Topic	Information - Finds - Conclusions - Recommendations
Call to Order	5:00 PM
Mission Statement / Introductions	Nicole Shelden
Approval of Minutes	Joe Nichols motioned to approve August Minutes; Erin Sansotta seconded; Approved with no objections.
Approval of Agenda	Nicole Shelden motioned to approve agenda; Joe Nichols seconded; Approved with no objections.
Board Acknowledgements	None
Public Comment	<i>Dawn Grimm: Acknowledging Kelli Stroh's retirement and for the 28 years of service with KPBSD and we wish her luck as she moves on while she spends time with her family.</i>
Principal's Report	<p><b>A. Staffing updates:</b> Zaharah Wilshusen is the instructional aide and Krista Sutton is the resource aide along with Cheryl Henderson with one opened position.</p> <p><b>B. Enrollment:</b> 236 K-41, 1-41, 2-43, 3-42, 4-26, 5-43. We will keep our open enrollment through count date to help increase our numbers.</p> <p><b>C. Front Doors of Elementary Schools:</b> <i>This school year, the KPBSD is requiring all elementary school doors to be locked during the academic school day. We understand this may be an inconvenience for some parents and staff, but the KOBSD holds school safety to the utmost level. As you know, the district is in the process of changing out traditional locking doors with electronic locking mechanisms. They are working on six schools at a time to get these doors installed. When these are installed, all working employees will have key card ID's that will allow them to swipe into the building and all other visitors will be buzzed in. locked during school days. We are not list for a little time yet. We know it is an inconvenience, but it really is for safety concerns. Dan Castimore – Do you know if we are on the list for this year or where we are? Has this been communicated with our parents? Dawn- I do not know where we are at on the list. We posted on Facebook and District posted it on Facebook. Joe Nichols- Did that go out in email because some people do not use Facebook.</i></p> <p><b>D. Budget:</b> We do not have our budget work sheet that usually comes out in November. I do have our rollover amount of \$433,316, with the audit being done we are able to move it into accounts. So, our anticipated rollover amount was</p>

\$327,109, we new at the end that if we had any money left over from the staffing changes that we wanted to carry that forward to this year so that we could increase the staffing this year. If we did not reach the enrollment projected number of 260 which we did not. It was a nice shot trying to get to 260 and was a lofty goal coming out of Covid and looking at other schools and where they are to, but we still made that aim. We put that money in there so that we could make sure we had the staffing that we needed for the classrooms. So, the extra \$100,000 would cover the benefits and cost of salary for a certified staff person. We have 3.9 million as of right now for the year but that is not our adjusted budget. In November after count day, we will look at what we actually have to spend down to get the 10% carryover. Cares act will be disbursed sometime soon, we do not know what that number looks like, but it is to help with accelerated learning and all Charters are included in that and getting their fair share as well. I am not sure exactly when that will be distributed could be sometime in October. Dan Castimore- When is our budget due to the district? Dawn- In December, the last couple of years we have done it later than that because we were waiting on the state to see what their relief was going to be for the lack of enrollment. I do not know if they have anything in place because it depends on when the state finalizes their budget then we know what ours looks like then kind passes down, this just give you a general idea of where we stand. The important thing with our budget being due in December is the staffing, certified staff is typically where we need to know if there is a reduction force by December. Their contracts say by December 1 unless it has changed, they need to be notified by if they are not going to have a position next year or if there is a reduction in force for our school. That is why we let them know sooner. Charter Schools have to do their budget sooner because they do their own budget other schools do not. Dan Castimore- Do we need to have a budget work session between now and the next meeting? Dawn-we usually start talking about budget in October and we can invite Liz in for our first official meeting or the second one and she is always happy to come in and have a conversation about budget. We can meet whenever you want. Typically, it has been December when it starts. Liz coming will be important, if they decide we can carry over more than 10% which they have done the last couple of years which has really saved us, or we have to only do 10% spend down. In October, is where we do have to decide our projected enrollment, we have to get that to the district by October 15<sup>th</sup> so that we will have to decide at the next meeting.

- E. **APC Training Update:** Will be October 20<sup>th</sup>-21<sup>st</sup>. The 20<sup>th</sup> will be administrators only and the 21<sup>st</sup> will be all board members and there will be about 20 people that will be attending, all 4 charter schools will be participating. Location is being decided along with topics. The 21<sup>st</sup> is a Friday and any of the staff we can get a sub for that day. That will be a professional development leave.
- F. **Strategic Plan:** We talked about this at our staff meeting and how much work goes into it, how beneficial it is to new staff and committee members to understand our school, the history of it and where we move forward. I would suggest waiting until after the APC Training session and utilizing the trainers to help guide us with their expertise and where they can help us. It starts in November with who wants to be on the committee in January and was finalized by May. Joe Nichols- it sounds good to wait and get our enrollment stuff sorted out and focus on one big thing at a time. Nicole Shelden-I worked on it in 2012 and had Heidi Chey as our mediator and was really good about putting in it all together and asking the right questions and helping us come up with that and we did it in like two Saturdays. Robyn Zinszer- That was not my experience, and it took a lot of weekends. I thought we did it over the summer and it was a lot of work. Timmy Tolas was helping us work on it. It seems like it should have been more streamline that what it was. Dawn Grimm- It is going to look different every time. We do not want someone to tell us what to do but to help us shape it. Discussion on what we need to do, timeline, goals in certain areas. We will wait until October till we have more information.

Committee / Project Reports	No committees at this time to report
Discussion Items	<p>A. <b>Student Nutrition Services:</b> Dan Castimore notice of a difference that the district is managing student lunches. My understanding is that our school has solved the issues here. Discussion was made about the School Board and policies on this subject on where the decision was made, what can be charged and going on and will be checked into this. Dan Castimore suggested to write a letter as the APC Board to the school board to get let them know our concern and get an exemption from this policy. Dan suggested an authorization to write this letter and bring it back to the board and we will discuss it.</p> <p>B. <b>Board Vacancies:</b> Suggestions with a public process</p> <ul style="list-style-type: none"> <li>• How we can reach out to the committee for applicants.</li> <li>• Where can we find the guidelines of a committee? In the Bylaws it states the guidelines. Cannot be current parent, employer, family member, has emphasis on Arts &amp; Science.</li> <li>• Requirements for our Community Rep and how we can get candidates for this position. <ul style="list-style-type: none"> <li>(a) Flyer in Friday folders, ad in newspaper, Facebook.</li> <li>(b) Joy Harper said make sure the art guild knows and checking some of the other people at the refuge.</li> </ul> </li> <li>• Dan Castimore we just need to get someone in here as possible. Can we get an ad together?</li> <li>• Joe Nichols is willing to make flyers and ads for newspaper, Friday Folders, Facebook.</li> <li>• Applicants due a week before next meeting and begin reviewing on the 4<sup>th</sup>.</li> <li>• Next meeting agenda we will have it to review and potentially appoint someone.</li> </ul> <p>C. <b>Board Goals:</b> They cannot have anything to do with Administration. Board Goals gives us direction. We have to make sure our goals are specific, obtainable, measurable, relevant and time bound. We are not taking actions on this today but just discussing them.</p> <ul style="list-style-type: none"> <li>• Strategic Plan-to completion. Nicole, we need to review, reevaluate, update the strategic plan, and review the bylaws.</li> <li>• How many goals do we want?</li> <li>• Academic and social emotional.</li> <li>• Dan, I do not think that the board had done a board self-evaluation. That would be a good goal and healthy process. How did we do as a board? What can we do better?</li> <li>• Joe, if we have individual goals. Secretary of having better value of people having access to the meeting a publicly available. How the positions get handed down and where the last person left of. Is it digital or not. What it looks like and what the heritage looks like and better communication outreach from the APC on a digital platform, streaming, so that parents can log in and see what is going on.</li> <li>• Discussion on the Cub Companion why it stopped going home. Last year the board did a quarterly newsletter from the APC to communicate what is going on in school.</li> <li>• Dan, could we have a communications committee? We can get together and discuss all the options of digital &amp; quarterly.</li> <li>• Erin Sansotta-As the board we should train our new teachers and staff on what to do and how to do it. This seems that it would be good with so many new staff members. Nicole- we are having time to during staff meetings where we are reviewing the charter, handbooks and all the new teachers have</li> </ul>

	<p>someone mentoring them and we do not want to overwhelm them because you want them to stay. We are focusing at our staff meeting on one area at a time. Next staff meeting we will work on the handbook and then Conscious Discipline and we will continue with different resources that we have.</p> <p>Dan-my thought on the board goals would be that I can either meet with Dawn or we can fill out one of the handouts and the next meeting we will vote on the goals to be approved. Discussion on how and what needs to be done on the form for the board goals. Focus on self-evaluation and strategic plan as our goals.</p> <p>D. <b>Strategic Plan</b> We have discussed this in several areas. Is there anything else that needs to be discussed? No.</p>
Public Comment	<p>Matt Morse: Early in the year not a lot happening yet. Enrollment will be interesting, and we see what OASIS say looks like, we are up 2.4 or 2.5 last year. New charter school forming in Homer. Interesting to get everyone together for the APC board training. Get difference feedback from the different charter schools. Dan-Has there been any discussion on increasing BSA due to inflation? No, other than what was in the budget from the state. Thinks we have six million left from COVID and will go fast. We look good this year but next year if enrollment does not come back, it will be a little sketchy.</p>
Board Comment	
Executive Session, if needed	<p>Joe Nichols read- "I move to enter into an executive session to discuss subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion, specifically to discuss Employee Goals."</p> <p>Nicole Shelden seconded the motion to move into executive session.</p> <p>No objections and meeting adjourned with dismissal of all staff members. Went into Executive Session at 5:54 PM</p> <p>Joe Motioned to end the meeting and Dan Castimore seconded. Executive Session ended at 6:18 PM</p>
Notice of Next Meeting & Adjournment	<p>October 11, 2022</p> <p>6:18 PM</p>