

Board Meeting of Kaleidoscope APC

Date: Oct. 19, 2020	Location: Kaleidoscope Library and via Zoom due to COVID-19
---------------------	---

Attendance Log:

Board Members				Staff	
V	Todd Boonstra	V	Tony Munter	V	Dawn Grimm, Mary Blossom
V	Liz Burck (Chair)	V	Nicole Shelden		
V	Rinna Carson	V	Kelsey Short	Guests	
V	Julie Laker		Vacant (Comm. Rep.)	V	Board of Education - Matt Morse & Patty Truesdell (4:32) Mary Kay Knudsen-Jodi Dura (4:31)

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

Topic	Information - Finds - Conclusions - Recommendations
Call to Order	Liz called the meeting to order at 4:16 p.m. via and Zoom conferencing
Mission Statement / Introductions	Nicole read the KSAS mission and Board introductions were made.
Approval of Minutes	Nicole moved to approve the minutes of the September 21, 2020 meeting. Kelsey Seconded. Unanimous consent
Approval of Agenda	Kelsey moved to approve the October 19, 2020 agenda as presented. Nicole Seconded. Unanimous consent
Board Acknowledgements 9:38	Julie said her son is 100% remote and she appreciates being able to have a consistent remote teacher, and that It has been very engaging. Also, the remote learners had an end of quarter celebration display set up at the Kenai Library and appreciates the opportunity for those students to show some of what they have been working on. Rinna also acknowledged the work of the staff and principal at school for mobilizing quickly with the short notice of going back to remote, and making sure our kids are taken care of.
Public Comment 11:53	School Board Representative Matt Morse, advised the APC to watch for the community budget meeting coming up soon. We should have a final enrollment count and noted a lot of schools will be down. It's very important the Hold Harmless goes through at the state level. Mr. Morse asked the school to be sure and let our parents know about the community budget meeting, which will probably be held at Kenai Central.
Principal's Report 13:53	a. <i>Staff Update</i> –The Instructional Aide interviews were held and candidates chosen. Megan Coleman, who was our half time aide working in kindergarten, accepted the 3 rd -5 th grade position, she is now 7 hours per day. The candidate chosen for the other half time kindergarten aide position withdrew their name. Dawn went through the candidate pool and ended up having to repost.

	<p>b. <i>Enrollment and Class Configurations</i> – Currently at 214, K=43, 1st=38, 2nd=29, 3rd=41, 4th=35, 5th=28. The difference in the numbers from last month is the school received records request from IDEA, with students moving to homeschool. We have had some parents in the last couple of weeks inquire about availability. We could put students where there are openings from those applications.</p> <p>c. <i>Budget</i> – Dawn said to be looking for the community budget meetings. As a charter school, we try to finalize our budget by the beginning of December. We do not have any accurate information or how it will impact us.</p> <p>d. <i>Upcoming Events</i> – All events will require a mitigation plan. We do have Parent/Teacher conferences coming up, and those will all be virtual. The staff has been working incredibly hard, getting everything in place for their students and making sure they have a good experience.</p>
<p>Committee / Project Reports 18:58</p>	<p>a. <i>Greenhouse</i> – Nothing to report.</p> <p>b. <i>Entry Art</i> – Nothing to report.</p> <p>c. Evaluation Committee – Nothing to report.</p> <p>d. Budget Committee – Nothing to report.</p>
<p>Discussion Items 19:55</p>	<p>a. <i>Principal Evaluation</i> – The APC did meet in Executive Session during last month’s meeting to discuss Mrs. Grimm’s goals for the year.</p> <p>The discussion introduced from Liz involved wanting to make sure the board is aligned with the district’s standards and expectations. She read a notice she received the beginning of September from Superintendent John O’Brien in which he stated in part, “even though the district will not be formally evaluating your charter school principal this year, as an APC I still urge you to work closely with your principal on establishing school goals. Still work on being in close communication with your principal, and providing them (the principal) with regular APC feedback...” Liz called on board members for their thoughts - what do they see as the best method, how, and do we solicit feedback from our constituents?</p> <p>> Rinna spoke about challenges with current regulations given Covid restrictions, and not being able to volunteer or be present in the building, she doesn’t feel she can give accurate objective feedback for evaluations as an APC member.</p> <p>> Tony said teacher feedback will be valuable and important, but questions if that should happen now or wait until spring. Best option may be a simple survey through email.</p> <p>> Todd noted even with the shift to remote learning Dawn still has to coordinate with her staff and communicate with parents. He wonders if it’s possible to capture the feedback from the remote perspective.</p> <p>> Kelsey said feedback is valuable, but what does that look like? There are no observations to gather, or is it just teacher perspective?</p> <p>> Nicole added Dawn still communicates with parents through emails and weekly updates. The school is still running, so we could still seek feedback - possibly through SurveyMonkey or Google.</p>

> Julie agrees with a lot of what is being said. She believes parent feedback right now will reflect the circumstances. They will be emotional and could be reflected in the principal's comments, without understanding the school had no part in the decision to go into the Red. The survey may need to be more focused on interactions with the teacher, and should be directed through email format.

> Nicole's suggestion is to really look at the questions and gear more towards the current situation.

> Todd further stated the decision to go remote was not Dawn's; it was a district decision, and should be noted in the survey.

> Liz said it's our duty as APC members to evaluate the principal. The board hires and fires the principal and that requires data. We do need to solicit feedback, but now is not the time. We are in very stressful times for many people. Liz also noted that board members that are not staff are not making regular appearances in the building, so from that perspective it is hard. Maybe after the holidays would be a more reasonable time to think through things. The questions should be edited and must be germane to the situation. Liz polled the board and all agreed there should be feedback.

> Tony suggested waiting too long may not be wise. In order to help Dawn and the staff, we need to identify any potential problems as soon as they arise. He proposes a quick snapshot from the staff before Christmas break of where things stand.

> Nicole agrees with Tony, but be careful of the questions – that they represent current experiences. Parents should have a voice, and if worded carefully, it is okay for parents to express their thoughts and feelings.

> Rinna spoke again about the concerns of evaluating informally, what are we evaluating? The circumstances are so unpredictable – even with the school district itself - to somehow be tying that even to an informal evaluation, does not think is a good decision. Rinna does agree with Nicole about offering a carefully worded climate type survey. She also cautioned the board to recognize this survey should not be a decision making metric, but more a gathering tool for information.

Liz said the APC should hold a special session with the whole board to generate ideas for what kind of survey questions in which to evaluate our climate under these circumstances. Also, the administrator evaluation the staff fills out has some guidelines the board could discuss to see if/what should be included in a parent survey and a staff survey.

Upon further discussion regarding evaluating the principal, Liz said she will reach out to Mr. O'Brien to find out what the board is able to do. Dawn noted for the board, if they intend to proceed with a formal evaluation, they will have to secure a Type-B certified evaluator.

Mr. Morse spoke and said Mr. O'Brien was trying to alleviate extra burdens and demanding of time while we are going through this pandemic. He stated it would be up to the APC if they decided to proceed with a formal review.

Tony suggested since the district has suspended formal reviews, he prefers to have a check in period a couple times a year.

Mrs. Truesdell said the School Board was trying to take the pressure off of principals that haven't shown to have problems. She stated it's never a bad thing to take the temperature of how parents are feeling and coping, and then respond to those things.

The APC board continued discussions about the best way to format the survey. The comments centered around asking how to gauge problems, how we can help, and knowing parents will be all over the map. Dawn also spoke and said any concerns or performance issues will still be addressed. Employees can be brought back into the evaluation process if there is a problem that needs attention.

(During this conversation, Liz lost her internet connection and missed the comments from the school board representatives. Julie, as vice-chair, took over the meeting tabling the current discussion and moving to Discussion Item b. – Budget Committee).

Upon return to Discussion Item a., Julie brought back the earlier topic about leaning toward an informal survey framed as a gesture of kindness to see what parent's needs might be and not have ramifications on the principal as a regular evaluation would. Mr. Morse and Mrs. Truesdell spoke again for the benefit of Liz. They both reiterated the intent of foregoing formal evaluations this year was to alleviate some of the burden and give staff a bit of a break. The Charter School Committee met with Mr. O'Brien and he made the decision that unless there was a problem, a first year principal, or on a needs improvement plan, no formal evaluation was required. Mr. Morse did say the APC could choose to do a formal evaluation, but remember the Type-B requirement.

Having gone back into the Red, parents are frustrated and their thoughts and feelings will be vast, probably filled with anger. Mr. Morse suggested if the APC elects to do a survey, to maybe wait until we are in a more stable situation.

Final thoughts:

>Rinna - Doesn't think we are in any position to fairly evaluate the administrator, and this year her role is different – as a principal and a teacher. We don't have an effective objective evaluation given the circumstances we are in.

>Nicole – Rinna was very articulate in her statement and is leaning in the same direction.

>Julie – Any type of evaluation would have to be informal. If we do anything, it should be short and not used for judgmental purposes.

>Todd – There will be some parents going to be really, really upset, even though it's not the school's fault. Doesn't want the survey used for venting purposes instead of giving us good information; this is not the time.

>Tony – Does not think there is any way to have an objective evaluation and get anything from parent data. Would like to get a feedback mechanism, especially from the teachers, to let the APC if there are any major red flags, and how we can be of help.

>Kelsey – Not fair to evaluate based on criteria that does not exist right now. Agrees with Tony in asking for teacher feedback; not as a reflection of Dawn, but as information purposes to the APC.

Liz said given the comments above, the APC will forgo formally evaluating the administrator. We will not solicit information from parents or the staff. Rinna stated it's important to note in writing this decision is of consideration and in accordance with the school district's practice for suspending evaluations for this year.

Dawn said to remember the goals set at the last meeting are still goals that the APC can still check on, get updates and make sure the school is moving forward and meeting those goals.

Mr. Morse referenced an email from Superintendent John O'Brien, dated August 21, 2020, subject "A little lighter load & less red tape".

Happy Friday KPBSD Staff...I'm happy to share that in an effort to lighten the load on our staff this year that we will be waiving certain requirements, reports, and tasks when possible.

The annual KPBSD requirement that all schools develop School Development Plans (SDP's) will be waived for schools not in improvement status with the Department of Education and Early Development (this is by far most of our schools).

The annual KPBSD Effective Instruction and staff evaluation requirements will be adapted to meet statutory requirements while, at the same time, allow staff more flexibility to effectively focus on the unique demands of their job during this pandemic. At this time, the district is making final preparations that only staff who are certified non-tenured, support/exempt probationary, on directed assistance/plans for improvement, or have noted performance concerns go through the formal evaluation process during the 2020-2021 school year.

This means all tenured teachers/administrators, support staff & exempt staff no longer in their probationary period and in good standing will not be formally evaluated this year. The District is committed to eliminating obstacles as we continue to focusing on other essential matters and navigate the challenges of the COVID pandemic.

Liz will reach out to the charter school association with the state, are we bound to what is in the bylaws or can we adhere to what the school district has announced?

- b. *Budget Committee Schedule* – No meetings, still in October's OASIS count. December 1st is the cut off for budgetary purposes and laying off certified staff. Charter schools would need to make those decisions quickly if cuts are necessary. We are still hoping the Hold Harmless will go through before the forecast for next year is finalized. Special sessions are likely since there is no December meeting if decisions need to be made.
(Liz rejoined during this topic; the meeting returned to finish with Discussion Item a. at the end of the budget discussion.)
- c. *APC Training/Orientation* - Reminder the APC is scheduled to meet on October 27th at 4:00 p.m. This is critical that each member attend and should reach out to Liz promptly if there is a conflict. Please bring your notebook, or if you need one let Liz know. She will distribute new materials to those that need the additions to their binders. Nicole asked about veteran board members presenting different sections, what is this going to look like? Liz will touch base with Dawn and confirm what that will look like.

Public Comment 1:34:09	<p>Jodi Dura / MK spoke and noted she spends her morning with Dawn for Kindergarten and 1st grade and it's amazing. Everyone is doing a great job!</p> <p>Mrs. Truesdell spoke and mentioned parent teacher conferences, or third quarter might be a good time for a general survey of parents and staff. The school board is in support, and knows how hard everyone is working.</p>
Board Comment/Announcements	Mr. Morse talked about the charter school committee having met. They discussed how the funding formula works for charter schools and reviewed the feedback received from the different charter schools. He thanked the APC for letting him join.
Executive Session, if needed	
Notice of Next Meeting & Adjournment	<p>Next regular board meeting is scheduled for Monday, November 16, 2020 at 5:30 p.m. via Zoom.</p> <p>Liz adjourned the regular meeting at 5:55 p.m.</p>