

Board Meeting of Kaleidoscope APC

Date: Sept. 21, 2020	Location: Kaleidoscope Library and via Zoom due to COVID-19
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Attendance Log:

Board Members				Staff	
E	Todd Boonstra	P	Tony Munter	X	Dawn Grimm, Mary Blossom
P	Liz Burck	P	Nicole Sheldon	V	Crista Cady
P	Rinna Carson	P	Kelsey Short E-6:30 p.m.	Guests	
V	Julie Laker		Vacant (Comm. Rep.)	V	Patty Truesdell joined at 5:38

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 5:31 p.m. via in person and Zoom online conferencing.
Mission Statement / Introductions	Rinna read the KSAS mission and Board introductions were made.
Approval of Minutes	Rinna moved to approve the minutes of the August 17, 2020 meeting. Nicole Seconded. Unanimous consent
Approval of Agenda	Nicole moved to approve the August 17, 2020 agenda as presented. Kelsey Seconded. Unanimous consent
Board Acknowledgements 6:40	<p>Rinna shared the building looks amazing; the carpet in the hallways looks good. Thanks to Dawn and the staff for working through this confusing time.</p> <p>Liz commended the work being done from the administrator and staff. From an outsider's perspective, everything being accomplished under the circumstances is wonderful.</p> <p>Julie acknowledged the remote teachers for offering a very consistent and engaging learning opportunity.</p>
Public Comment 9:19	Dawn commended the flexibility of the staff. In trying to find a consistent schedule - from procedures to the cafeteria, their patience and understanding has been great.
Principal's Report 10:55	<p>a. <i>Staff Update</i> – Dawn updated the APC - Sped aide interviews were held, and Kyla Besse has joined our Kaleidoscope family. She has two students here at school. We held the Instructional Aide interviews last week and we have filled the 7 hour position. We are hoping to offer the half time position as well, and that name can be released when it's approved through HR. The day time custodian is out for a little bit, and we hope to have substitutes fill the position.</p> <p>b. <i>Enrollment and Class Configurations</i> – Currently at 217, K=45, 1st=38, 2nd=29, 3rd=41, 4th=35, 5th=29 November 1st is when we will end taking enrollments for the year.</p>

	<p>Tony asked Dawn to elaborate on the drop of 17 more students from August. Dawn shared the additional drop from the last meeting was expected. She knew over the summer there were more parents indicating they could schedule home learning in the evenings and weekends, and that worked better for their families.</p> <p>The Hold Harmless request is being proposed from both the School Board and the Borough Assembly. Todd Hindman, the principal at Fireweed Academy, is contacting all the charter schools statewide, asking how enrollment has impacted their school. As of right now, no decisions have been made. Since this is something that has to pass at the state level, there really is no timeline on a decision right now.</p> <p>October 9th is the deadline for parents to let the online teachers know if they intend for their student to return to the classroom October 19th. We are trying to do quarter by quarter for planning purposes for staffing. We have designated specific online staff, at most of the other schools the teachers teach both (in person and online).</p> <p>c. <i>Budget</i> – Dawn reported the current budget is not available. OASIS is in October and we should get more information after the count. As of right now, we do have our roll over from last year. Our number of students will impact different things budget wise, such as rent of the building. Rough figures would be about \$10,000 per student and we are budgeting for 260 enrollment next year.</p> <p>The board continued discussions about the loss of enrollment. Also, what happens when parents choose to have their student return to in person learning. This takes planning as two of the remote teachers were pulled from the upper grades (Mrs. Stroh and Mrs. Hurst), which makes the in person classes higher in numbers. Both remote and in person classes will be reconfigured to adjust for student numbers as needed. The board also discussed Covid symptoms, and what that looks like on a daily basis at school as it relates to students and the impacts from a single symptom.</p> <p>d. <i>Upcoming Events</i> – All events for the year will require an approved mitigation plan through the school district, including outside study trips. In the next couple of weeks the district will continue to review COVID numbers and will determine next steps.</p>
<p>Committee / Project Reports 40:25</p>	<p>a. <i>Greenhouse</i> – No updates. Anything involving the greenhouse will also require a mitigation plan.</p> <p>b. <i>Entry Art</i> – The work order is still with borough maintenance. The sign is done and waiting to be installed on the building.</p> <p>c. Evaluation Committee – No updates.</p> <p>d. Budget Committee – In a holding pattern, no updates.</p>

Discussion Items 42:02

- a. *APC Board Training/Orientation* – The APC discussed part of the charter bylaws is to each fall hold a training to refresh everyone, and certainly those new to the board, to familiarize them on board procedures. Dawn reported she has not heard back since the last time she talked with Timi (Tullis with the Association of Alaska School Boards). Timi stated they could do in person or virtual training, but there was no mention of costs associated with either option. There would be savings with travel expenses – airfare, rental car, meals and lodging. Without knowing the budget situation, the board isn't comfortable spending the money to bring a trainer in. Rinna stated the training should be tailored to Kaleidoscope and specific to our school's culture, without having to spend \$1,800. Nicole shared she still has all her paperwork from last year and having an in-house training is a smarter decision. Using Lon Garrison's guideline from last year, the notes and information packet - Robert's Rules, define duties and roles, etc. The board decided using the inservice day would be best on Friday, October 16th at 3:00 p.m. Liz asked board members to review the booklet from last year, decide on four main topics that are most essential and forward those to Liz. She will compile the list and the board will narrow those down and choose which topic they feel most comfortable presenting. The training will proceed with the in person and virtual options.
- b. *APC Board Meeting Schedule for 2020-2021* – Liz, having met with Dawn, asked the board to review the proposed APC meeting dates for the remainder of the year. Tentatively scheduled for the third Monday and discussed alternating times. The following dates/times have been approved:
 - October 19, 2020 at 4:15 p.m.
 - November 16, 2020 at 5:30 p.m.
 - January 19, 2021 at 4:15 p.m.
 - February 15, 2021 at 5:30 p.m.
 - March 16, 2021 at 4:15 p.m.
 - April 19, 2021 at 5:30 p.m.
 - May 10, 2021 at 4:15 p.m. (APC sponsored barbecue on May 14th)
- c. *Parent and Staff Surveys* – At this point, Dawn said the school will do a brief mitigation plan for parent/teacher conferences using separate entrances, and longer 30 min. increments to allow for cleaning surfaces in between conferences. Zoom conferences will also be available. The conference schedule has moved from last year's Friday / Monday format, back to Thursday / Friday, October 29th and 30th. The board discussed distributing the Principal survey to the staff and how best to offer the survey to parents. Dawn noted her understanding is there will not be a school survey this year since there will be little to no parent presence in schools at this time. Liz will send the surveys from last year to board members, and ask them to review for content and modify as needed. Julie brought up conversations from last year about creating an online survey to reach parents. Dawn shared the advantages of the Google survey, and provided the example used by the 1st/2nd grade teachers. Only those granted access can view the data, it can be done quickly, and is super easy. It was also noted the district is moving toward a paperless process and this would fit with that practice.

	<p>d. <i>Updates on Principal Evaluation Procedures for 2020-2021</i> – Liz shared the document received from district office; there will be no formal evaluations for the principal this year.</p>
Public Comment 1:17:33	<p>Mrs. Cady shared her personal medical diagnosis that will involve surgery, which means she will be out for a while. She spoke about the trouble with finding a suitable substitute and the long-term subs used in the past are not necessarily comfortable being put in front of kids all day. She hopes to return right after Thanksgiving.</p> <p>Mrs. Truesdell spoke about the school board meeting from last week. Substitutes was talked about and the stress on teachers and staff right now. The School Board and Kenai Peninsula Borough voted unanimous to push the Hold Harmless to the legislature requesting for funding to be based on last year’s enrollment numbers.</p> <p>Also discussed was the school board holding a work session on Oct. 6th to review the Smart Start Plan. Areas the school board will be looking at is the Red Zone plan, perhaps offering an A/B option. Also, they discussed children sick at school being sent home.</p> <p>Mrs. Truesdell spoke about schools having to put so much on hold, like teacher training, new staff training, and the new social studies curriculum. A lot of requests from people to volunteer, wanting to be allowed to make copies or help any way they can. She has asked for the Smart Start plan to allow the individual sites to make the volunteer decision on their own. She also encouraged the APC to let District Office know if there is input.</p> <p>Many of the other charter schools are having the same issue with enrollment and she is glad to see charter schools working together.</p>
Board Comment/Announcements	<p>Liz shared with the APC, per the bylaws, that each member of the board must have an approved background check and KSAS volunteer clearance while serving on the APC. The background application is under the Volunteer tab on the main district web page. The KSAS clearance is reading an information and guideline sheet in the office and signing the agreement.</p>
Executive Session	<p>Rinna motioned to move into Executive Session under Article 3 of the bylaws to discuss the principal’s professional goals for the year. Nicole seconded. Unanimous Consent</p>
Notice of Next Meeting & Adjournment	<p>Next regular board meeting is scheduled for Monday, October 19, 2020 at 4:15 p.m. via Zoom.</p> <p>Liz adjourned the regular meeting from Executive Session at 8:30 p.m.</p>