

Kaleidoscope Charter School
KCS Building Company Board of Directors Meeting Minutes
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Regular Board Meeting
01/21/2010

KCS Building Company Board Meeting

- No business

Regular KCS Board Meeting

Start Time: 6:02

Members Present: Kasie Peters, Liz Barnes, Jeremy Maisch, Tammy Sternal, Jamie Bernu, Sharon Hall, Jason Thomas

Members Not Present: Matt Patterson

Others Present: Dave Hoffman, Nan Martin, Katie Piehl, Bill Lauer from MMKR, Greg Buhl

Set Agenda

Consent Agenda

- December minutes-A motion was made and seconded and the December minutes were approved

Director's Report

- Monthly update
 - Planning for the financial worst-Dave and the Finance Committee discussed plans for accessing money for worst case scenarios, and will make a formal plan for such situations at the February meeting.
 - Website-Dave presented the new design for the Kaleidoscope Website, and stated that it will improve communications between parents and the school and sheds a more positive light on our school.
 - Complaint to State - Spec. Ed. Student's family-If the state deems that we owe the family for outside services, the money is reimbursable from the home school district, so it should not affect the finances of the school negatively. An investigation from the MDE is ongoing, and we will receive the decision soon. If we go to a hearing, we will start incurring attorney expenses. For now, the attorney has worked pro-bono.
 - Race to the Top/Q-comp-Dave submitted an application to participate in the Race to the Top program and explained that it did not seem very financial beneficial due to the cost of implementation. He explained that Q-comp money is tied to federal guidelines and they are performance based. He is at the beginning stages of the research and will continue researching the programs. We have applied but can pull out at any time if we feel it is not benefiting the school. Katie Piehl added that schools may have to follow many of the Race to the Top guidelines even if they are not involved and not receiving funding.
 - Chamber of Commerce marketing-Dave explained that we have stayed with an advertisement for the school in the Sherburne and Wright Country Chamber of Commerce catalog.
 - Dave did a tour with approximately 12 possible incoming kindergartners. He expects that we will be at capacity next year for all grades.
 - Unemployment liability-There was 6 people that were on unemployment. The former director's unemployment has been repaid by the state, and we are down to 2 current unemployment claims and should be at zero the next couple of months. We are currently self insured so were billed directly for former employee's wages.
 - New Policies-Tabled and will be emailed to the board later.

- 2010 National Charter School Conference-It is happening in Chicago, and Dave and Nan have expressed interest in attending. The conference is June 28-July 1st. The cost is \$475 per person. Jason asked reasons they would like to attend, and asked about ball park estimates for travel and lodging expenses. Nan quickly estimated \$1,500 per person for the entire trip. The money is already budgeted so it does not need to be voted on by the board.
- Dave is working with John Cairns to rewrite the contract with AOK.
- Governance calendar policy review: **January (see attached calendar)**
 - Dave claims compliance with financial planning and activity
 - We currently have 421 students and have just added a third grader. There are currently 12 openings, all in 8th grade. The lottery will be conducted on February 1st, and we have been receiving multiple applications everyday.
- **Auditor Report**-Bill Lauer was present to explain MMKR's findings in the yearly audit.

Committee Reports

- Finance / Treasurer
 - December Financials-Jason reiterated the committee's discussions on worse case scenarios with federal hold backs, etc. The committee discovered coding issues during their review of the December financials. Tammy asked about improvements in the utility bills. Dave stated major savings in the first month after implementation of the operating system. Jason asked about costs incurred during the fixing of the outside heating elements under the sidewalk.
 - Unemployment insurance-Jason presented the Finance Committees recommendation to carry unemployment insurance. **(See attached recommendation sheet #8)** A motion was made and seconded to authorize unemployment insurance.
 - Jason stated that now is the time to look into selecting an auditor for next year. Nan will present 3 quotes from potential auditors at the February meeting.
 - A motion was made and seconded to approve the December financials. **(See attached financial documents)**
 - Nan presented a recommendation for a depository institution. **(See attached recommendation sheet #10)** A motion was made and seconded and the motion carried.
 - Nan presented a change that should be made to the credit card account. **(See attached recommendation sheet #7)** A motion was made and seconded and the motion carried. The motion carried.
- HR – pay review status/update-The HR committee conducted their first evaluation of Dave. Dave completed a self survey, a staff survey was completed and Matt shadowed Dave for a day to help complete that evaluation. The results of the survey were overwhelmingly positive. They established deadlines for some of Dave's goals. One recommendation the committee made was for Dave to take the testing data and work directly with classroom teachers to create plans for how they will be used to improve instruction. The committee took a look at the pay scale and compared it to schools through out the state. When we compare our pay structure to other charter schools we are about average. They will ask that all teachers be brought up to the minimum average pay at \$33,000. Tammy explained the pay cycle will be moved back to start on the 15th of September. **(See attached recommendation sheet #9)**
- Nominations-The nomination committee met with some candidates and explained that they recommend Natalie Hansen for the open position. A discussion took place about the lack of interested candidates and concerns were brought up that notifications may not have gotten to a large number of parents. It was a board recommendation that due to a low number of potential candidates, the committee will re-open the search for a candidate. A new policy was written for guidelines for mid term elections. The committee will pursue further applicants and submit qualified candidates for a vote at the February meeting.
- VOA contract renewal status-Jamie updated the board on the process of the contract renewal. The committee will continue working on the contract.

Chair report

- Not Present

Sponsor report

- Katie explained the purpose of today's site visit. The feedback will be in the form of a evaluation that goes along with the contract renewal.

Business

- District policies
 - Policy #413 Harassment (**See attached recommendation #1**) A motion was made and seconded with an abstention from Jason, the motion carried.
 - Policy #525 Hazing (**See attached recommendation #2**) A motion was made and seconded with one abstention from Jason, the motion carried.
 - Policy #538 Lottery (**See attached recommendation #3**) A motion was made and seconded and the motion carried.
 - Policy #522 Student Sex Nondiscrimination (**See attached recommendation #4**) A motion was made and seconded and the motion carried with one abstention from Jason.
 - Policy #502 Search of Student lockers (**See attached recommendation #5**) A motion was made and seconded and the motion carried with one abstention from Jason.
 - Policy #521 Student Disability Nondiscrimination (**See attached recommendation #6**) A motion was made and seconded and the motion carried with one abstention from Jason.
- Waiting list priority for teachers
- Feedback from teachers on updated Vision session output
 - Next steps-Dave received some feedback from staff regarding verbiage, and a few with suggestions.
 - We will have a work session to finalize the mission on Wednesday, February 3 at 4:00.

Open Forum-none

Announcements: Next board meeting on February 18th at 6pm at Kaleidoscope Charter School

Adjourned Time: 9:14