



Kaleidoscope Charter School (KCS) Board of Directors

Regular Meeting
Thursday, August 24, 2023 | 5:30 p.m.
Kaleidoscope Charter School, Room 705
Board Chair: Deby Ziesmer

Kaleidoscope Charter School Mission:

At Kaleidoscope Charter School, we cultivate community while inspiring students to grow and develop a curiosity in life and learning.

Kaleidoscope Charter School Vision:

At Kaleidoscope Charter School, we develop well-rounded individuals who achieve personal excellence through our inclusive community, family involvement, and service learning. Kaleidoscope empowers our students to be engaged learners and citizens.

2023-2024 KCS Board of Directors

Deby Ziesmer
Board Chair
Community Member

Renee Suess
Treasurer
Teacher

Sharlet Mullen
Director
Teacher

Jason Banick
Board Vice-Chair
Community Member

Josh Christenson
Director
Parent

Brad Sellner
Ex-Officio
Executive Director

Michelle Zachman
Board Secretary
Parent

Angie Thorseth
Director
Teacher

Wendi Foss
Ex-Officio
Direct. of Bus. Operations



Kaleidoscope Charter School Board Meeting Agenda - Thursday, June 27, 2023

Topic	Presenter	Time	Appendix	Action (I, D, A)
I. Call to Order	Ziesmer	5:34		
II. Roll Call to Establish Quorum	Ziesmer			
<p>Ziesmer (Present) Banick (Absent) Zachman (Present) Mullen (Present) Christenson (Absent) Suess (Present) Thorseth (Present)</p> <p>The Board's role is to set the vision and goals of the school, create and adopt policies that achieve those goals, and to maintain fiscal responsibility.</p>				
III. Reading of the Vision and Mission Statements	Sellner			
IV. Additions and/or Changes to the Agenda	Ziesmer			A
<p>Motion to add: Update on Wright County Technical Center (WCTC) topic by Mr. Nordmann to New Business: Zeismer Seconded: Thorseth Motion passed unanimously.</p>				
V. Agenda Approval	Ziesmer			A
<p>Motion to approve agenda: Zeismer Seconded: Thorseth Motion passed unanimously</p>				
VI. Declaration of Conflicts	Ziesmer			A
<p>Motion to proceed with no declared conflicts: Zeismer Seconded: Thorseth Motion passed unanimously.</p>				
VII. School Spotlight Review Picnic	Sellner	5:35		I
<p>Key takeaways: Location in front of school was viewed as more inviting than previous year's location in the back; turnout was strong and seemed improved over previous years; more activities to engage attendees will be considered for next year.</p>				
VIII. Communications Monthly communications may include items that the administrative team has developed, newsletters, etc. It is meant to share information with the school	Sellner	5:36	TDE Plan 2023-24 SDE Plan 2023-24	I



board about items that, unless there are major changes which would require school board approval, will educate board members on the processes and procedures being implemented at school with students and staff.			ADE Plan 2023-24 Teacher PD Plan 2023-24 Elementary Plan Secondary Plan	
Key takeaways: Introduction of Ms. Lori Karcz as Academic and Assessment Coordinator.				
IX. Open Forum				
This Open Forum portion of the agenda is allotted 30 minutes and each person speaking is given 5 minutes to speak. It is designed for members of the KCS Community to directly address the Board. The Board is not allowed to address (answer) questions/comments proposed to them. The Board Chair will decide after hearing the comment whom to forward it to for a response if necessary.				
No speakers.				
X. Consent Agenda A. 7.27.23 minutes	Ziesmer	5:45	Consent Agenda	A
Motion to approve consent agenda as written: Ziesmer Seconded: Zachman Motion passed unanimously.				
XI. HR Consent Agenda	Ziesmer		HR Consent	A
Motion to approve HR consent agenda: Zeismer Seconded: Thorseth Motion passed unanimously.				
XII. Committee Reports				
A. Board Chair Report	Ziesmer			I
Key takeaways: Development of board goals in progress.				
B. Building Company Report (quarterly or as needed)	Ziesmer	5:47		I
No update.				
C. Budget and Finance Committee	Suess	5:48	Finance	I
Meeting held on Aug 17th.				
D. Governance Committee	Sellner	6:00	Governance	I



Reviewed multiple KCS policies impacted by legislative changes.				
E. District Advisory Committee - <i>did not meet</i>	Thorseth			I
Did not meet				
XIII. Strategic Plan and Board Goals Update				
A. Board Deep Dive - PBIS	Sellner/Polizin		PBIS Video	I D
Key takeaways: Positive Behavioral Interventions and Supports (PBIS) is an evidence-based, tiered framework for supporting students' behavioral, academic, social, emotional, and mental health. PBIS improves social emotional competence, academic success, and school climate. It also improves teacher health and wellbeing. It is a way to create positive, predictable, equitable and safe learning environments where everyone thrives. KCS staff attended PBIS training over the summer and will be implementing learnings this year.				
B. Update on Board Goals a. Student Excellence b. Fiduciary Goals c. Board Development Goals	Ziesmer		Update from Work Session	
Key takeaways: Work session held 8/24; draft goals developed. Board members to review and provide comments (add comments directly to draft document) in next two weeks.				
XIV. Old Business				
A. Leader In Me	Sellner	6:10		I
Key takeaways: Collateral received and will be disseminated to appropriate staff; training planned for staff throughout the year.				
B. New KCS Sign	Sellner	6:13		I
New signage installed in multiple locations, including in front of school.				
XV. New Business				
A. Finance Report	Ziesmer Netzke	6:14	Finance Report	I D A
Motion to approve financials for July: Suess Seconded: Mullen Motion passed unanimously.				
B. School Finance 101 - Board Member Training	Netzke		School Finance 101 PPT	I
Moving item to September. Netzke not available.				



<p>C. First Read Policies</p> <p>Policy 424 - License Status</p> <p>Policy 425 - Staff Development (NEW) - #425 conflicts with KCS #425 for Supervision of Children - recommend a change KCS #425 to #439 (nothing in MSBA exists for this number)</p> <p>Policy 504 - Student Dress & Appearance Current KCS Policy</p> <p>Policy 507 - Corporal Punishment - #507 conflicts with KCS #507 for electronic devices - recommend a change KCS #507 to #539 (nothing in MSBA exists for this number)</p> <p>Policy 513 - Student Promotion, Retention, and Program Design</p> <p>Policy #522 - Sex Non-Discrimination - We want to update the STAFF who deal with Title IX Claims to differentiate between student and staff teams and eliminate legal counsel being part of the investigation unless needed for consultation.</p> <ul style="list-style-type: none"> - Supporting Doc #1 - Supporting Doc #2 <p>Policy 532 - Use of Peace Officers and Crisis Teams</p> <p>Policy 602 - Organization of Charter School Calendar and School Day</p> <p>Policy #604 - Instructional Curriculum (NEW)</p> <p>Policy #613 - Graduation Requirements</p> <p>Policy #617 - Charter School Ensurance of Standards (NEW) REMOVED - while the Governance committee did review, this is not a required policy of schools and KCS has no ties to the old Profiles of Learning.</p> <p>Policy #618 - Assessment of Student Achievement (NEW)</p> <p>Policy #621 - Literacy and the Read Act (NEW) - #621 conflicts with KCS #621 for ELL - recommend a change to KCS #621 to #640 (nothing in MSBA exists for this number)</p> <p>Policy #624 - Online Instruction (NEW)</p>	<p>Christenson/ Sellner</p>	<p>6:20</p>		<p>I D A</p>
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<p>BOLD policies are being requested to move forward (approved on 8.24.23) after a FIRST READING as per Policy #208; the remainder will go to second reading as normal for the September meeting.</p>				
<p>Motion to approve 504, 522, 532 after first reading and elimination of 617: Zeismer Seconded: Zachman Motion passed unanimously.</p>				
D. Pledge of Compliance to Authorizer FY24	Sellner	6:25	Pledge of Compliance	I D A
<p>Motion to approve the pledge of compliance to the authorizer for FY24: Zeismer Seconded: Thorseth Motion passed unanimously.</p>				
<p>E. Technology Director/Staff Proposal</p> <p>The administrative team would like to propose to continue with a service contract with Totus Tech, in-lieu of hiring a technology coordinator.</p> <p>Proposal and details are attached.</p>	Sellner	6:27	2023-24 Technology Staffing Totus Agreement Totus Job Duties Addendum	I D A
<p>Motion to approve the proposal as written: Zeismer Seconded: Mullen Motion passed unanimously.</p>				
F. Internet Filter Quotes	Sellner	6:33	Go Guardian LanSchool	I
<p>Go Guardian selected as internet filter for immediate implementation.</p>				
G. e-Learning Day Plan 2023-24	Sellner	6:45	e-Learning Day Plan 2023-24	I D A
<p>Motion to approve e-Learning day plan as written: Sues Seconded: Zachman Motion passed unanimously.</p>				
H. Student & Family Handbook 2023-24	Sellner	6:47	Student/Family Handbook 2023-24	I D A



Motion to approve the handbook as written: Mullen
Seconded: Thorseth.
Motion passed unanimously.

I. Executive Director Goals 2023-24
Executive Director Evaluation Format

Sellner

7:00

[Goals
Evaluation](#)

I | D | A

Motion to approve to the Executive Director goals for 23-24: Zeisner
Seconded: Thorseth
Motion passed unanimously.

Motion to approve to the Executive Director evaluation format, with change of 'collective bargaining' to 'employee groups' for 23-24: Zeisner
Seconded: Mullen
Motion passed unanimously.

J. Energy Audit

Sellner

7:06

I

KCS will do an energy audit; Wright Hennipen will reimburse KCS for the cost of the audit.

K. Custodian Pay Increase

Sellner

7:07

[Proposal](#)

I | D | A

Motion to increase the custodian pay as proposed: Zeisner
Seconded: Thorseth
Motion passed unanimously.

L. WCTC Program Offerings

Nordmann

7:14

I | D | A

Motion to approve WCTC option for KCS junior and senior high students for 2 credits.
Seconded: Thorseth
Motion passed unanimously.

XVI. Director's Report

[Enrollment](#)
Staffing
Academics
[Marketing](#)

Sellner

7:26

[Director
Report](#)

I

XVII. Meeting extension

7:30

Motion to extend meeting 15 minutes: Zeisner
Seconded: Suess
Motion passed unanimously.

XVIII. Board Training/Development

A. Required Board Member Training Update

Ziesmer

[MSBA](#)

I

Thorseth and Zachman to forward certificate of completion from MSBA training to Ms. Foss.



B. Board Book Study: <i>7 Habits</i>	Ziesmer			I D
Book assignments to occur in September.				
XIX. School Board Items				
A. Blast/Meeting Round-Up	Ziesmer	7:37		D
Topics to include: PBIS (staff and administrators underwent training and will be implementing throughout the year); WCTC offering; Picnic; New teacher workshop - 12 new staff welcomed; approved student handbook and elearning plan.				
B. School Board Sponsored Staff Meal - <i>August 29, 2023 - Open House 5:00 p.m.</i>	Sellner	7:40		D
Meal sponsored by KPTO and Comets Boosters; hosted by KCS School Board.				
XX. Executive/Closed Session (as necessary)				
NA				
XXI. Adjournment	Ziesmer	7:42		M
Announcements				
<p>Staff Meal: August 29, 2023, 3:30 p.m. (hosted by the KCS School Board) KCS Open House: August 29, 2023, 5:00-7:30 p.m. Next Governance Committee Meeting: September 14, 2023, 5:30 pm, on Zoom Next Finance Committee Meeting: September 21, 2023, 4:00 pm, on Zoom Next Regular Board Meeting: September 28, 2023, 5:30 pm, at KCS Next Personnel Committee Meeting: AS NEEDED Next District Advisory Committee Meeting: <i>*before the end of the first academic quarter</i></p> <p>Next Building Company Meeting: TBD Next Work Session: TBD</p>				

Key: (I) = Information | (D) = Discussion | (A) = Action

2022-2023 KCS School Board Goals

Student Learning and Excellence

Excellence in student learning and support is a foundational principle guiding the Kaleidoscope Charter School Board and District Administration in their work. The continuation of the District's excellence must be driven through deep implementation of strategic programs to support student learning, through broadening the reach of the Kaleidoscope experience, by leveraging new spaces to provide additional programs and by maintaining a strong financial position.

The Kaleidoscope Charter School Board has a vision for world-class, child-centered excellence. The Board is committed to the goal of supporting all students' pursuits of their highest levels of academic and personal achievement. We are dedicated to excellence in education and focusing resources on students by establishing annual and actionable goals for the district.

Fiduciary Goals

Fiduciary Goal 1: Spend at least 60% of our budget on education.

- Measure of Success 1: Track and monitor on our monthly dashboard.

Fiduciary Goal 2: Achieve an average ADM goal of 550-555 for the 2022-2023 Fiscal Year

- We are budgeted for 535 ADM's FY23.
- This is tracked by the Budget and Finance Committee on our monthly dashboard.

Board Development Goals

Board Development Goal 1: Approve and implement a comprehensive Board Development Plan.

- Measure of Success 1: Approve a 2022-2023 KCS Board Development plan during the September Regular Board Meeting.
- Measure of Success 2: Determine areas where improved Board Development is needed based on the board book study and annual board self-assessment.
- Measure of Success 3: Enhance and update Board member orientation and training to include greater emphasis on board procedures.
- Measure of Success 4: Develop an onboarding and training process for Board committees
- Measure of Success 5: Develop an enhanced Board Development Plan for 2023 to 2024 based on the outcomes of Measures of Success 2 through 4, to be approved at the May regular board meeting.

Board Development Goal 2: Manualize key KCS Board processes and procedures to reduce ambiguity and improve new member onboarding.



- Measure of Success 1: Determine high-impact areas of ambiguity in board procedures and processes through review of Board self-assessment data and during discussions with current and previous board members.
- Measure of Success 2: Explore and discuss best practices for conducting board business during regular board meetings and document agreed upon board procedures.
- Measure of Success 3: Update Board Handbook with procedures for implementing keyboard and committee processes by the May meeting.