

# Kaleidoscope Board Meeting Minutes

Location: Finlandia and Zoom  
Thursday, Feb. 10, 2022, | 6:30 – 8 p.m. EST

## **Kaleidoscope Mission**

*We provide learning experiences and support for Keweenaw families to further their educational pursuits.*

## **Kaleidoscope Values**

- We are inclusive
- We are non-discriminatory
- We operate in a collegial spirit
- We embrace mutual respect
- We strive to embrace many educational philosophies

Meeting called to order at 6:33 p.m. by Chris Amidon

## **Attendees:**

Board Members Present: Chris Amidon, Art Pontynen, Ruth Gill, Kiko de Melo e Silva

Board Members Absent: Rita Kranz

Staff Present: Michelle Nielson, Shannon Hilaire

## **ACTION ITEMS:**

1. Chris Amidon to send additional follow-up contacts to Michelle for the Michigan State Parks
2. Michelle to communicate with staff to remove Rita Kranz from the website
3. Hancock job posting: Michelle to verify if the posting will also be featured online via the newspapers. Michelle will look into posting on Indeed.com and a Michigan Tech jobs board, as well as Finlandia Career Services.
4. Michelle to email board for edits: revised Mission Statement; Diversity, Equity, and Inclusion Statement; name of organization on marketing materials.
5. Michelle to reconcile budget, as of January 2022 and report back on available budget for Feasibility Study
6. Ruth to draft a contract for the Feasibility Study and digital approval would be made by the board and discussed on record at March 2023 board meeting.
7. Chris Amidon and Ruth Gill will discuss the proposal for the Summer Theater Camp and report back to the Board, prior to the next meeting with Finlandia.
8. All: check emails and reply swiftly

## AGENDA

### 1. Approve January Board Minutes

Request to update Section 7, paragraph 3.

Michelle will speak with staff regarding the Summer Programming and next steps and before committing to Summer Programming. Replace section with: Staff have been tasked with how to move Summer Programming forward.

With edit, Chris Amidon motions to approve January Board Minutes, Ruth Gill seconds.

4 ayes: Chris Amidon, Art Pontynen, Ruth Gill, Kiko de Melo e Silva

0 nays:

### 2. Last-Meeting Action Item Review

1. Michelle shared Diversity, Equity & Inclusion statement at second January 2022 board meeting
2. Michelle made edits to the updated Organization Chart. will be updated to draft on Friday, Feb. 11 and shared with staff
3. Michelle has reached out to Brian, regarding how BookShark is going and asking about ideas for improvement. They met and discussed the program, pros and cons. Brian would appreciate any additional support.
4. Michelle will have a discussion with Erin L. and Erin G. regarding progress toward a full-time curriculum option. – Discussion in Director's Report
5. Michelle will reach out to Michigan State Parks re: summer programming: No responses have been received. No additional information currently. Chris Amidon to send additional follow-up contacts.

### 3. Directors Report (Michelle): See Below

### 4. Board Membership: Removing Rita Kranz

Chris Amidon motions to remove Rita Kranz from the Board. Ruth Gill seconds.

3 ayes: Chris Amidon, Art Pontynen, Ruth Gill

1 abstained: Kiko de Melo e Silva

0 nays:

### 5. Full-Time Core Proposal for FY22-23 (Ruth)

- Discuss the feasibility to make this happen for our students, reviewing document provided by Ruth Gill. Ruth would conduct the feasibility study as a contractor, collaborating with staff.
- Would be an extension of meeting the needs of families not met by the brick and mortar schools
- CLK is likely to be supportive of initial proposal ideas.
- Discussion on budget for the Facilitator role, as well as Coordinator role, looking at \$51,000 in salaries for these roles.

- Proposed 30-day timeline.
- Board would need to discuss possible conflict of interest of having a board member receiving payment for Kaleidoscope work. Current staff does not have the availability to conduct the study. Partial staff assistance is possible.
- Proposal of \$20, an hour, for contract work. Roughly \$2,000.
- Motion to move forward with Ruth putting together a proposal for this role: Chris Amidon makes motion to move forward.  
3 ayes: Chris Amidon, Art Pontynen, Kiko de Melo e Silva  
1 abstention: Ruth Gill  
0 nays

6. Hancock Space Summer Programming

1. Children's Summer Theater Camp

- Staff concerned that there is not a coordinator hired, and no additional hours granted to current staff to put the Camp on.
- Theater company has two educators, and Kaleidoscope would need a point person in this role. 4-week position. Suggestion from the board to recruit volunteers for this role, as well.
- Ruth proposes we enter into an agreement with Finlandia University in Hancock in June for the Children's Summer Theater Camp.
- Finlandia would provide the space; the deposit to bring the Theater Company in has been paid by Finlandia, thereby sharing the overall fee; potential lodging for the theater educators. Tuition fees and performance tickets would cover the remainder.
- Concern over staffing on both the Finlandia and Kaleidoscope ends.
- Approximately 50 students participated in previous camps
- Ruth Gill offers to step down as a board member, and contract to make this project happen.

7. Committees

8. LTP (on hiatus) | No Report

9. Next Meeting (In-Person at Finlandia & Zoom)

. March 10, 2022, 6:30 p.m.

10. Meeting call to a close at 8:32 p.m.

## **DIRECTOR'S REPORT**

### OLD BUSINESS:

I. Hancock Space- Lease is signed and uploaded to Kaleidoscope Main Shared Drive. Fourth floor layout plan was also uploaded. Floor Plan was provided to clarify the space we are renting.

### II. Hancock Coordinator Job Posting Update

The flier has been updated and the flier will be emailed to the group. Board meeting requests and edits from the January meeting have been made to the flier. Ads (2) for the posting will begin running in February in newspapers.

No responses received, as of Tuesday, Feb. 8, 2022.

Group suggests promoting advertising in additional places.

### III. Messaging/Marketing Information Updates-

A. Revised Mission Statement: **Kaleidoscope provides holistic support and engaging learning experiences to families through classes, workshops, and community events to enhance educational opportunities.**

#### Board Suggestions:

- Remove the word "workshops" so our focus is on classes and community events
- Remove the words "to families".
- Move the word "community" so it is before "classes".

#### Staff Suggestions:

- Remove the word "workshops"
- Staff feel very strongly about keeping the word "families", suggesting removing "to enhance educational opportunities" as a way to shorten the statement.
- Staff feel very strongly about keeping the word "community" after classes and before events (same way it is worded).

Revised wording- **Kaleidoscope provides holistic support and engaging learning experiences to families through classes and community events to enhance educational opportunities.**

B. Revised Diversity, Equity, and Inclusion Statement Suggestion: **At Kaleidoscope, we don't just accept differences—we celebrate it, support it, and thrive on it for the benefit of our employees, our students, and our community. We are proud to be an equal opportunity workplace and an affirmative action employer. Kaleidoscope is committed to equal employment opportunity regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity or Veteran status.**

C. Name of Organization for Marketing and Signage: The requested change is to remove the word "Alternative"- **Kaleidoscope Keweenaw Education Organization**

1. Board members suggested adding an "A"- **Kaleidoscope, A Keweenaw Education Organization**
2. Staff thoughts: Feel very strongly about removing the word "Alternative". Staff disliked the "A" in the name, they thought it sounded weak or vague.

## **NEW BUSINESS:**

### I. Staff Highlights and Current Projects

#### BEHIND THE SCENES

- Staff took new photos to be used on the Kaleidoscope website and brochure.
- Our new library system will be up and running by Monday, February 14th with all Kaleidoscope families receiving access to Librarika accounts. Over 2000 resources will be available for checkout at our L'Anse location.
- Changes are happening to prepare for 2022/2023 registration, including ongoing website updates, a new contact form for interested families, conversations with returning instructors about which classes and electives they might be able to teach, and ads for new instructors.
- Our community survey has gone out on social media and in emails, and will go out in our newsletter on the 12th.

#### PARENT COMMUNICATION

- Semester 1 progress reports for virtual electives and classes were shared with families on February 7th.
- A parent thanked us for offering progress reports and stated that they were an important tool in documenting her students' homeschool progress.
- A parent new to our program this year thanked us for offering this resource for her family and is grateful that, as a homeschooling parent, she now has a community.

- A parent told us how much she has enjoyed working through the virtual lessons with her elementary-age children. She enjoys doing the activities as much as her children do.

#### CLASSES & VIRTUAL ELECTIVES

- A family requested early access to their Semester 2 virtual lessons this year because their kids were home sick and they love doing their Kaleidoscope assignments.
- Students have been making use of their time between classes at Kaleidoscope L'Anse to socialize and utilize the computer lab, library, art supplies, board games, electric pianos, balls, and other resources.
- Staff worked with individual students who needed help completing their Semester 1 virtual assignments and have made plans with families to continue offering in-person Seesaw support to those students who need it.

#### SPECIAL EVENTS

- Cello Class, in partnership with Copper Country Suzuki, began two weeks ago. 8 Kaleidoscope students are enrolled.
- Open Ice Skating continues to run every week in February. So far 7 Kaleidoscope families (28 people) have participated.
- Our first Scholastic book order is complete. Families were able to complete book orders and we have earned free books for our lending library. The next book order will happen in March.

## II. Progress to Goals

- Kaleidoscope One Year Goals 2021-2022 (Year 2)
  1. Increase Education Opportunities
  2. Increase Community Awareness & Visibility
 

Part of the goal is to return to in-person classes. This is occurring.

    - New signage at L'Anse and Hancock buildings. New brochures created and increased social media to raise awareness
    - Swag with logo have been ordered and will be distributed to students and families, familiarizing the community with us
    - Website is consistently being updated with real-time images of programs and students
    - Adding a community calendar to the website, collaborating with other organizations, as well.
  3. Diversify Financial Resources
    - Self-pay has increased this year
    - Grants are continuously being applied for
- Kaleidoscope Three Year Goals 2021-2024 (Beginning in Year 2)

1. Effectively Maintain Established Educational Classes, Experiences, and Resource Guidance
  2. Operated Respected Educational & Community Centers
    - Hancock space will be open in May. L'Anse Center continues to be an asset to the community.
3. Increase Funding Avenues
- Self-pay income has increased, from \$170 in 2021, anticipated for 2022 is \$710
  - Grants are continuously applied for
- Kaleidoscope Ten Year Goals 2021-2032 (Beginning in Year 2)
    1. Have Fully Established & Functioning Board of Directors
      - Increase number of Board Members
2. Increase Educational Opportunities for the Keweenaw Region
  3. Be Respected by the Keweenaw Community
  4. Institutionalize Financial Realization
- III. 4th Floor Partnership at Hancock Building
- Feb. 22, 2022, meeting to discuss what can be done for Summer Programming. The four-entity Partnership includes Finlandia E-Sports, Superior School of Dance, CAPE and Kaleidoscope.
  - No official Partnership with these organizations established.
- IV. May trip to Michigan (May 7-10, 2022)
- Kaleidoscope Open House (Hancock); team to discuss the official title of this location
  - Registration for new families (current family registration will be the week prior). First week of May, current families may register. The remainder of May will be dedicated to recruiting and signing up new families.
  - Board Meeting

**Minutes approved on Thursday, March 10, 2022**