

5/8/2022

The notes below were written by the chair of the WLCSC Board of Trustees, Rachel Witt, and sent to the members of the WLCSC board of trustees, the Superintendent, and CFO of schools, dates as noted between February 3 and April 30, 2022. They were written as documents to aid collaboration and contain both informative and deliberative items. They are informal communication, written with the sole purpose of information to board members to facilitate individual members' ability to execute the task each were elected to do. They were not written for any form of publication.

Writing of these weekly notes and distribution to the board is voluntary and can be stopped at any time. A school board may decline to distribute information that is deliberative. Deliberative is defined in part as expressions of opinion or are of a speculative nature, and that are communicated for the purpose of decision making. Nearly all language in these notes exactly fit that description.

The Board Chair, in consultation with corporation and board leadership, is releasing these documents, only minimally redacted, as part of our ongoing work for transparency. Names/pronouns are redacted to ensure a first person voice. Other redacted language could include: Legally protected information, ie. personnel or student names reference, deliberative information where release of the information could potentially cause harm to a person or group of persons, or inhibit the ability of the board to conduct the business of the board.

Redacted Text is noted by <Redacted Text>

2/3/22 Notes

Hi all,

I think I always knew that <Redacted Text> were working hard behind the scenes to keep us all informed about upcoming issues/events. (I'm not sure I knew HOW hard!) We also had the benefit of weekly updates from<Redacted Text>, and then <Redacted Text> and then<Redacted Text> and now we'll **finally** have<Redacted Text>. I know we're all really looking forward to that consistency returning again!

What I have come to understand over the past four weeks as board chair is with my working style, to do the job well, I must endeavor to keep you each in the loop on what I'm working on so you have the opportunity to communicate with me if you have any questions/concerns/wisdom/feedback to share about those various items. This is not in contradiction to what<Redacted Text>will give us, but in concert with it so the work of the board is as productive as it can be. It's my goal that we all go into decisions with the most time to consider the issues as possible.

To that end, I want to try sending out a weekly bullet point of what I've been working on in the board chair role during that week, and I will ask that if any of you want to discuss any individual item further, that you email me as an individual, or text me to set up a time to talk. I don't know if it will work, but I want to try it and see if it offers some more room for collaboration between us without creating a "meeting via email" or being in violation of any laws. I know I don't really need to say it, but this communication must, of course, remain confidential.

Below is an example of what I'm thinking, based upon the work of the past two weeks. This list is longer than it will normally be given multiple weeks and timing before meeting. It is also important to say that none of this is 'new news' to <Redacted Text> board officers.

Do you think this is of benefit to your work as a member of the board? Is there something else you think would be more helpful? I invite and appreciate your feedback. Rachel

Board/Development - Training

- Planning for Executive Session w/ <Redacted Text>(Consultant based training for the board)
- Finalize Committee Assignments with members & Document for Website
- Clarification communication inside meetings: Robert's Rules
- ISBA Training

Regular Meeting Preparation

- 2/7 Meeting Agenda Draft Development
- Communicate with individual board members regarding Board Member Reports 2/7 Meeting (as needed)

Community/Patron Feedback

- Finalize and communicate change in location for First Saturday Feedback
- Patron responses, (not already cc: to full board) x7 negative about culture "friends of WL FB group", x2 negative about patrons<Redacted Text>, x2 teachers concerned with <Redacted Text>, x1 patron <Redacted Text> masks, x1 patron after prom inquiry, x1 patron member of LGBTQ community concerned with FaithWest location for 1st Saturday.
- Media response (Exponent) regarding HB1134

Student Success & Safety

- COVID committee
- Additional information regarding Teacher Onboarding/Mentoring process at WLES & WLIS

- Additional information regarding Graduation Pathways/Academic/Club participation/Bell Schedule @jr/sr. (on deck for April Meeting)
- Additional information Teacher/Staff turnover (on deck for March Meeting)

General Business

- Structure/Process for legal services review by the board (on deck for Feb/March)
- Preparation for <Redacted Text> entry (general information, office, weather, introduction to <Redacted Text> etc.)

2/12/22 Notes

Good morning! As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. Enjoy your weekend! Rachel

Board/Development - Training

- Executive session with<Redacted Text> 2/5 (process and communication)
- Scheduled meetings with<Redacted Text> for background on litigation we're discussing in exec session on 2/21

Meetings of the Board

- 2/7 Regular Meeting held
- Executive Session scheduled for 2/21 @6pm. Notice will be posted on 2/17
- 3/5 Regular Meeting agenda not yet initiated *this is normal

Community/Patron Feedback

- 2/5 First Saturday Feedback (Notes Sent)
- Patron communications (direct or as info to board member(s) x1 half day kindergarten, x2 alternate location for First Saturday Feedback, x1 availability of information/communication on website, x1 question about board meeting schedule, x1 teacher regarding<Redacted Text>, x1 tech support (unlisted meeting videos on YouTube), x1 parent<Redacted Text> quarantine, x1 ARPA request 2/7 meeting, x1 recurring patron request (no new information).

Student Success & Safety

- DEI Professional Development: Video Links<Redacted Text>(The videos together are around 30 minutes.) They are very good. Please make it a priority to watch them.<Redacted Text>would like us to contribute thoughts to a message board and it is quite simple to do.

General Business

- <Redacted Text> for additional information gathering. Still working on Structure/Process for legal services review by the board (on deck for Feb/March) heads up, we cannot do this in Exec Session. Working for a best solution.
- Board officer discussion collaboratively with<Redacted Text> to initiate review of policy regarding posting on the website of supplemental board meeting documents following a vote in a meeting. Forwarded to policy committee for additional work. (On deck for March/April).

2/19/22 Notes

Good morning! As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. Thanks to you all for your hard work for our schools this week. I'm grateful for your time, effort and wisdom. Enjoy your weekend! Rachel

Board/Development - Training

- Two articles distributed regarding board/legal counsel relationship. Please read those, if not already, prior to our 3/5 board meeting.
- Met with <Redacted Text> to brief them on the history of the charter school lawsuit.
- Phone meeting with <Redacted Text> for history input on legal review
- As noted by<Redacted Text>, IDOH has put forth some significant changes to the COVID plan, please read those changes as soon as you're able. We should anticipate our community may be somewhat divided over this new direction and should be prepared to hear from them.

Meetings of the Board

- Reminder: Executive Session scheduled for 2/21 @6pm.
- 3/5 Regular Meeting agenda not yet initiated **this is normal*

Community/Patron Feedback

- Media Response Dave Bangert
- Patron communications (direct or as info to board member(s))

x1 half day kindergarten general information for new family to district,

x2 requests to change schedule for regular board meetings

x1 parent quarantine concern

x2 patron complaint and x1 teacher complaint specific to<Redacted Text>latest summary. (I did advise all to unsubscribe from<Redacted Text> emails if objectionable, but the nature of their concerns was more about <Redacted Text>r "forcing" them onto people unsolicited and that "subscription to political propaganda should be an opt in".)

Student Success & Safety

- Reminder, please watch videos distributed by<Redacted Text> and contribute in some way to the feedback <Redacted Text>trying to gather.

General Business

- Completed/distributed documents and held Legal Services review meeting with <Redacted Text>. Plan set for RFP process for Legal Counsel.<Redacted Text> has the lead on the RFP development and we anticipate this will come to the 3/5 meeting. Timeline is tight so if RFP is not quite fully developed, I anticipate we will at least vote upon the concepts, if not the specifics.
- Attended ISBA Legislation Day with <Redacted Text>in Indy on Tuesday. Well organized event with a lot of good explanation and insight regarding proposed bills. Lunch with<Redacted Text> will give a report/update to the board at 3/5 meeting and advise if any additional need emerges for board members to communicate with legislators.
- Discussed provision of documents to the public with specific examples from 2/7 meeting with<Redacted Text>Passed that information to the Policy Committee for inclusion in their work for 3/5 meeting.

- Communication regarding a patron's ARPA request from 2/7 meeting <Redacted Text>. I believe it is now complete.
- Worked on an alternate location for First Saturday Feedback, and communicated <Redacted Text>
- Update: Org charts and job descriptions for Superintendent /Asst. Superintendent<Redacted Text> has the lead and is working hard to bring those forward via Friday board notes in upcoming weeks.
- Update: Certified and Non-certified turnover report to board is still on track and anticipated for 3/5 board meeting.

2/26/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. It has been an exceptionally busy week as I'm sure you all know. If you see these and think of anything I have forgotten, please don't hesitate to add. <Redacted Text> has made a thoughtful recommendation that I consider moving these onto Box as <Redacted Text> does with his notes so they can be referenced later. I'm open to that. Just didn't have time to figure it out this week. Thank you all for your work and patience this week. There are a lot of balls juggling. <Redacted Text> Rachel

Board/Development - Training

- A question has come up this week about using collaborative language. I thought this (short) article might be helpful. <https://www.tmaworld.com/2019/05/07/9-tips-creating-more-collaborative-conversations/>
- Another question has come up this week about the ISBA board member evaluation process. <Redacted Text> will consider this in his role with Board Development and Training. Anticipated that conversation may happen summer 2022.

Meetings of the Board

- Executive Session on 2/21 was held. <Redacted Text>.
- 3/7 Regular Meeting agenda has been initiated and items are being actively added. As per normal, please look for documents this Thursday in anticipation of Monday 3/7 meeting.

Community/Patron Feedback

- As you are all aware, patron communications this week have primarily been concerned with the implementation of the IDOH COVID recommendations. I have kept a tally of communications and in total, there have been fewer than 20, and they are about 50/50, people who would like to keep the mask mandate and people who are grateful we're going to optional.
- Other communications:

x1 patron complaint about <Redacted Text> summaries and concern over confidentiality of their personal information <Redacted Text>

x1 patron concern about communication breakdown on GLCA weather cancellations and delays, advised escalation to guidance (source of communications) as well as follow up escalation to <Redacted Text> when not resolved.

x1 community member interested in an administrative job opening, referred to the building principal.

Student Success & Safety

- COVID meeting on Tuesday. You're all aware.
- Details communicated regarding Setting the Stage announcement prior to HS Musical Production. Great thanks to <Redacted Text>. Looking forward to a night celebrating the arts and a great musical.

General Business

- Legal RFP process has continued to move forward. Please review in anticipation of the 3/7 meeting. <Redacted Text>
- Met with <Redacted Text> to discuss his services as a potential financial advisor. This is unlikely to make it to the agenda for the 3/7 meeting, but you will see the function of it referenced on the org chart proposed by <Redacted Text>. That does not mean we are committed to <Redacted Text> More information to follow on this topic.

- Update from<Redacted Text> that the policy committee did meet and we will see policy regarding distribution of supporting documents in our 3/7 meeting.
- Update: Org charts and job descriptions for Superintendent /Asst. Superintendent. Those are in<Redacted Text>Friday notes this week. We would like to bring the job postings to March meeting if possible so<Redacted Text>can get <Redacted Text> search started, but we do want to make sure everyone's questions are answered and feedback considered, Please send those ASAP.
- Update: Certified and Non-certified turnover report to board is still on track and anticipated in some form for 3/7 board meeting.
- Thanks to<Redacted Text> for asking a great question about communications to families. As of Monday, all board members should be receiving copies of communications sent out to families via Skyward. Let me know please if you did not.
- Scarlet and Grey WLSEF Fundraiser tickets are available for purchase. You should have all received an e-mail. Let me know please if you did not.

3/5/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. Have a great weekend. I'll see most of you tonight at the musical. Rachel

Board/Development - Training

- An invitation has come from <Redacted Text> for DEI training with <Redacted Text>. Thank you all for responding so promptly to <Redacted Text>. The speed and positivity with which you all responded tells <Redacted Text> we value <Redacted Text> and this work in our schools.
- <Redacted Text>

Meetings of the Board

- Final agenda for 3/7 meeting was distributed on Thursday and I believe all documents are now loaded in Box. Please let me know if there are any philosophical or content questions. Feel free to send any A/P questions directly to <Redacted Text> with a cc to <Redacted Text> has time to accurately research and respond.

Community/Patron Feedback

- Since last week's notes, I have received an additional 6 messages about COVID/masks, keeping our total at under 30. They remain largely 50/50. The observational data from our principals is about 40% masking at the young grades and about 60% masking at the Jr/Sr. <Redacted Text>
- Other communications: x3 follow up to the three patrons who communicated concerns with me about Faith West location for First Saturday Feedback. All three are very pleased with the change to Fresh Thyme and the board's responsiveness to their concern.
- Two APRA request/request for clarification requiring legal review and admin response.

Student Success & Safety

- COVID meeting on Tuesday. You're all aware.
- Met with <Redacted Text> for details on the dedication of the stage and arts endowment.
- Received an inquiry about eLearning options for snow days and general development of eLearning. Given our academic calendar is set for 21/22 and potential burden on families with childcare concerns, <Redacted Text> will consider this for the 22/23 school year.

General Business

- Everything expected this month did make it into the board packet. My great thanks to <Redacted Text> for an incredible amount of work this month. <Redacted Text> expedited work on Policy Committee and everyone has helped to make it happen. If you see <Redacted Text> and have an opportunity to thank <Redacted Text> this is a very dense, very detailed board packet with two people who are both new at the job and picky about precise language. <Redacted Text> has been a rockstar at communications, organization and patience.
- Please note that the org chart in our packet will be available paper copy at the meeting for the benefit of those in attendance to observe our meeting.
- As you are all aware, <Redacted Text>
- Opening meeting for SBOA audit. They are beginning immediately and anticipate concluding by the end of April. Audit period is July 1, 2019 through June 30, 2021. This is a standard audit as required by the state.

Board members are invited to attend the closing report meeting. I will let you know when a date and time is scheduled by the auditors.

3/12/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. Have a great weekend and spring break. Rachel

Board/Development - Training

- I know that we all have a lot of pressure in our personal and professional schedules. Most of us plan ahead and make reading the board packet documents and asking questions a priority. Thank you for your professionalism and dedication to our schools. Hopefully these weekly notes from me<Redacted Text> help you to stay abreast of what is developing throughout the month. Going forward, <Redacted Text>will see that the board packet is up by midday Wednesday before a meeting. QUESTIONS MUST BE SUBMITTED TO ME NO LATER THAN NOON ON FRIDAY. This is necessary so we have time to get good answers and that all board members have access to the same information.
- Initiated contact with<Redacted Text>at ISBA regarding 'roles and responsibilities of a board member' training for our community. I'll continue to update you when I get a proposal.
- ISBA spring regional meeting registration is open. It will be wonderful to have this educational event in person again. Please communicate your RSVP to <Redacted Text>

Meetings of the Board

- 3/7 regular meeting
- NOTE: RE<Redacted Text> comment regarding the RFP legal process, I read through the laws and our policies and as I'm sure you would expect and are already aware, all of our board members followed all legal requirements and are legally and ethically appropriate to fully participate in their duties as board members. Thank you for your continued patience with this patron's creative thought process. As always, any legitimate concerns with board member behavior and ethics should be sent to me. Should you be concerned with my behavior and ethics it is appropriate to direct your concerns to the other officers and <Redacted Text>
- 4/4 regular meeting agenda not yet initiated but <Redacted Text>and I continue to communicate regularly about upcoming issues.

Community/Patron Feedback

- <Redacted Text>attended first Saturday feedback<Redacted Text>Fresh Thyme seemed to work well. The small space seems to be adequate especially with the small level community participation. The same space is reserved for April.
- Received<Redacted Text> monthly political commentary.
- Participated in the WLSEF/WLCSC dedication of the jr/sr hs stage and 'Setting the Stage' endowment at the musical. Thanks to <Redacted Text>who were also able to attend. Excellent musical performance by our students as well!
- Reminder that this is the last weekend to purchase tickets for the Scarlet and Gray WLSEF event.

Student Success & Safety

- Confirmed viability with individual members of proposed MOU with the WLEA for additional teacher compensation issue. Thank you to<Redacted Text> for his diligence in working through issues on this, and to <Redacted Text> for making our teachers a priority and responding so quickly to my request for conversation this week. We will see this item on the April agenda.

- Scheduled to meet via zoom this week with Purdue HDFS faculty member conducting research about adolescent sleep patterns and academic performance.

General Business

- Please make it a priority to review the information<Redacted Text> provided this week regarding <Redacted Text>participated in the initial interview with<Redacted Text> several weeks ago. We stalled it a few weeks to prioritize items that came in March meeting, but now really need to be prepared to act with urgency on a vote in April. If you have any questions or concerns, please raise them for discussion as soon as possible.
- Legal RFP is live. Refer to<Redacted Text>will continue to serve as the board members for initial review and will formulate a recommendation to the full board.
- The Asst. Sup't advertisement is posted. The board officers will serve as the board members for initial review and advisement to<Redacted Text>hiring process. We anticipate<Redacted Text>narrowing the candidate field and then bringing to full board in some way. More details will be forthcoming.
- Participated in ISBA President's round table zoom meeting. Excellent insights from other Region 4 boards.

3/19/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. I hope you had a wonderful Spring Break! Rachel

Board/Development - Training

- ISBA spring regional meeting registration is open. It will be wonderful to have this educational event in person again. Please communicate your RSVP to <Redacted Text> ASAP.

Meetings of the Board

- 4/4 regular meeting agenda not yet initiated.

Community/Patron Feedback

- None received

Student Success & Safety

- Met via zoom this week with Purdue HDFS (Prof.<Redacted Text> and one of<Redacted Text> research TA's. They are concluding a study on adolescent sleep patterns and academic performance. They are developing questions and were looking for advice and recommendations on obtaining stakeholder feedback. They have an interesting research project but some significant areas of gap on transportation and community/cultural influences. Will be interesting to see how their plan develops. Passing along to you their appreciation for our great schools and a later start time than majority of Indiana high schools.

General Business

- If you have not already done so, please make it a priority to review the information<Redacted Text>

3/26/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. I look forward to seeing many of you at the Scarlet & Gray fundraising dinner tonight. Thank you for all you do to keep students as our focus! Rachel

Board/Development - Training

- Thank you for finalizing the rsvp's to <Redacted Text> for ISBA regional training. I look forward to that on 4/18.
- Reminder we have Diversity Training (Virtuoso Leadership) scheduled for the afternoon of 4/6. You should have received an electronic invitation to that already. Please let me or <Redacted Text> know if you have not.
- Perspective point: As we are all aware, it is important to understand and review our accounts payable. There are some times, however, when we may not know fully about the expenses as they are being incurred. This is not an oversight, it is a necessity. As an example, <Redacted Text> have used the services of <Redacted Text> several times in the past 30 days related to student and teacher matters. We as a board are not informed of those activities because should it become necessary for the board to serve as unbiased in due process proceedings, we cannot already know the details of the situation. In those situations, you should expect that if you inquire regarding the payables, you will not be given any information that could create a bias. <Redacted Text> will NOT disclose the details of the matter. As board chair, I am only aware that they are happening and have no names or details related to them. If you want to understand this better, here is a link to an article by Lisa Tanselle at ISBA that is an excellent overview as it pertains to employees. <https://www.isba-ind.org/uploads/1/1/9/2/119210664/lisatansellewinter2021.pdf>

Meetings of the Board

- <Redacted Text> will meet on Monday afternoon to work on 4/4 regular meeting agenda. As a reminder, central office staff are working hard to try and have the board packet available Wednesday (not yet clear on time). Questions regarding the information shared must be sent to me by noon on Friday. Questions regarding the AP report can be sent to <Redacted Text> directly with a cc to <Redacted Text> and myself. Great thanks to our central office team for their diligent work to prepare excellent information to inform our votes and thanks to all of you for prioritizing the reading of this information in a timely manner.
- First Saturday Feedback is scheduled for April 2nd, 9-10 am @Fresh Thyme Market

Community/Patron Feedback

- One parent question <Redacted Text> Concern responded to and referred to <Redacted Text> and cc'd to WLSEF representatives on the board, <Redacted Text>
- One <Redacted Text> Concern responded to and referred to Administration/ <Redacted Text> for resolution.

Student Success & Safety

- Teacher and Student mental health continues to be an issue of priority in our schools (and really in schools across the nation.) I have registered myself for a free training offered through NAMI and our school corporation, Youth Mental Health First Aid. This is a 6.5 hour training that has previously been completed by many of our teachers and is now being offered to parents. An email went out to parents on 3/17 via skyward.
- Here is a link to a CDC report PRE-COVID. <https://www.cdc.gov/childrensmentalhealth/data.html> We know that COVID has created an escalation of these issues across the board. We will continue to see that impact unfold over the coming years.

- Suicide Prevention Training is being offered by our school corporation again this April. Here is the description sent to parents this week *"QPR (Question, Persuade, and Refer) Training is a practical and proven suicide prevention course. It is a 1.5 hour educational program designed to teach the community about the warning signs of a suicide crisis and how to respond. The training is delivered in person by certified QPR trainers. The school corporation has made suicide prevention a priority in our community. Courtney Murtaugh, the WLIS school counselor, is a certified QPR trainer and will lead this session. QPR is: A universal training, like CPR...something everyone would benefit from knowing. Like we would all be willing to give CPR to someone who couldn't breathe, we should all have the training on how to help someone who is in crisis in a different way. QPR is NOT: Specifically meant for a parent to help their own children, it is to help anyone, even a stranger. It does NOT mean you have to take care of someone on an ongoing basis, only ask if they need help and show them how to get help. All QPR attendee booklets have been paid for by the Parent Councils in all three buildings, thank you Parent Councils"*

If you have questions about either of these trainings, or if you receive any patron questions about mental health, please refer them to the counseling office for their child's building. Staff in every building are really working hard to address mental health concerns in our schools. This is work we rarely hear about because student privacy and dignity is absolutely paramount on these matters.

General Business

- Worked with <Redacted Text> to provide some additional information to the board regarding<Redacted Text>and history of background checks.<Redacted Text>
- <Redacted Text>signed the ECA contracts this week. We have many teachers and others in our schools and community who invest in the success of Extra-Curricular Activities in our schools.
- <Redacted Text>met with one prospective legal firm to answer some general questions.
- HB1041 was vetoed by Governor Holcomb this week.<Redacted Text>
- Tentative dates have been set for the first round of Assistant Superintendent candidates.<Redacted Text>has initiated a request to the committee members. The committee will narrow down to finalist candidates and those candidate's resumes and interview comments will be brought to executive session so the full board may give <Redacted Text>their thoughts. While this is ultimately<Redacted Text> decision, <Redacted Text> values our experience and thoughts.
- <Redacted Text> discussed the Robotics Team request for space this week. Please refer to<Redacted Text>. Timing is critical as the team's current lease is expiring. If anyone has any additional questions regarding this proposal, please raise them promptly.

4/2/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. Thank you for all you do to keep students as our focus! Rachel

Board/Development - Training

*Upcoming Virtuoso Leadership training 4/6.

*Upcoming ISBA regional training 4/18.

*Upcoming Board and Administration Summer Retreat. We're still working on finding a date that is suitable. Thank you for responding to <Redacted Text> doodle polls. Just as a clarification, this is a four hour retreat, with central office and building administrators as well as board members, facilitated by an outside consultant. As a forward looking, collaborative process, it will look a little different than previous retreats that have been just board and central office and were geared towards training.

*Met with <Redacted Text> regarding 4/4 Regular meeting agenda development

*Development of board members training related to <Redacted Text>

Community/Patron Feedback

*concern x1 regarding planning for <Redacted Text> referred to administration.

*First Saturday Feedback today 9am. Notes will follow per usual. I am not scheduling additional sessions beyond May at this time. It is my thought that we take the summer off and revisit the conversation at board retreat in full context of community council etc. it is important that our opportunities for community feedback be productive, open, student success focused and politically neutral. They cannot not be received in any way as campaigning. I have discussed this with most of you and am open to more discussion. Please contact me with thoughts.

Student Success & Safety

*Received a board member question about math placement process at the jr/sr hs and am responding here for the benefit of all. This has not yet been on our agenda because there is not anything to report. The existing practices in our schools to accurately assess, place and instruct students in all academic areas remains the same and any complaints or concerns regarding a specific student's assessment, placement or instruction should be directed to the normal escalation pattern => teacher, department head, guidance (counseling), building administrator, escalating to <Redacted Text> if needed. It bears repeating, the school board and/or individual members do not, in any situation, tell teachers how to teach. It is not our authority. In our role as board members, it IS our authority to set mission and policy, to hire a superintendent who is compatible with the mission, and to work collaboratively with our superintendent to set expectations and to resource them correctly to do their job. <Redacted Text> We have acted with immediacy to fill that need and have ensured the job duties for that role have very clearly included curriculum. This is the "something" we are doing about the math assessment, placement and instruction question, in the correct role of a board.

General Business

*Assistant Superintendent interviews will begin mid-month. <Redacted Text>

*Continue to work with <Redacted Text> at ISBA regarding prospective board member academy.

*Working on update/information to the board about conclusion of Pine Mesa <Redacted Text> contract.

*Continuing to track RFP legal responses. This is being prioritized behind Assistant Superintendent search for action, <Redacted Text>

4/9/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. On a personal note, thank you to those who inquired about my <Redacted Text>

Thank you for all you do to keep students as our focus! Rachel

Board/Development - Training

*Thank you all for your participation in Virtuoso Leadership training 4/6. It was important to provide unified support of <Redacted Text> or our schools. As a reminder you can stay abreast of <Redacted Text> work in our schools on a routine basis by reading <Redacted Text> weekly updates. Link here:

<https://sites.google.com/wl.k12.in.us/wlcsc-dei-task-force/weekly-updates>

*Reminder Upcoming ISBA regional training 4/18 for those of us who have registered.

*Upcoming Board and Administration Summer Retreat. As noted in <Redacted Text>, that will be August 3rd from 5-9 pm. It will include a meal. Location TBD. Just as a clarification, this is a four hour retreat, with central office and building administrators as well as board members, facilitated by an outside consultant. As a forward looking, collaborative process, it will look a little different than previous retreats that have been just board and central office and were geared towards training.

*<Redacted Text>

Community/Patron Feedback

*While I typically list x number of community feedbacks pro/con on various issues in this space, I believe we 1) have all received individual feedback this week 2) the negative feedback communications that contained questions have been sent to the full board and you have been copied on my subsequent responses on behalf of the board and 3) while I have also received a very significant number of communications with positive feedback, I am certain that those numbers are skewed because the senders were personally positively biased in their view of me and did not contain questions, so are not relevant to the work of the board.

*First Saturday Feedback April. <Redacted Text> kindly took notes and sent them to me for distribution. I hope to do that yet this weekend. My apologies for the delay. <Redacted Text>

*received community and board member concerns with <Redacted Text> Forwarded detail to legal counsel for review.

*received notification of a filing to the Public Access Counselor <Redacted Text>

*received records request <Redacted Text>

*received and responded to x5 questions regarding transportation <Redacted Text>

*Sent thank you notes <Redacted Text> on behalf of the board who went above and beyond collaborating on the bell schedule/club conversation presented at the meeting.

Student Success & Safety

*<Redacted Text>

*Thanks to <Redacted Text> and those who were able to attend the Wall of Pride reception to represent the board. <Redacted Text> it sounds like it was a wonderful celebration. WLSEF has posted numerous images from the WOP event yesterday in the school on their social media accounts if you would like to see more.

*Signed diplomas for the class of 2022. Please "save the date" for graduation Friday May 27th, Berberian Gymnasium at 7:00 pm

General Business

*Assistant Superintendent interviews will begin mid-month.

*As announced at our meeting, <Redacted Text> at ISBA has responded to our request to host a prospective board member academy. More details to follow.

*Working on update/information to the board about conclusion of Pine Mesa (<Redacted Text>) contract. I had hoped to provide detail in today's notes, however, with the high volume of other communications this week, I did not get my questions for specific numbers to<Redacted Text>t until Thursday. I have asked for a comprehensive amount of information so we are all working with the same information and feel equally informed. This should be in next week's notes.

*Continuing to track RFP legal responses. This is being prioritized behind Assistant Superintendent search for action, but as a general update we will have a nice number of firms to consider.

4/16/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I'll set up a time with you. You are also always welcome to add comments to these notes if you have additional resources that would benefit the board. Thank you for all you do to keep students as our focus! Rachel

Board/Development - Training

- Reminder, ISBA regional training on 4/18 for those who registered.
- Submitted video without commentary from 4/4 Regular meeting of the board to <Redacted Text> at ISBA asking her to review beginning at 1:40 and provide objective feedback. After that feedback, spoke with <Redacted Text> for an hour on Friday regarding the detail of <Redacted Text> comments as well as overview of the legality of the communications and process of these notes and other board communications. <Redacted Text>
- As a reminder, we do have policies specific to harassment and board member conduct. (Refer to Bylaws) Should any one of us have concern regarding board member conduct, we are obliged, and I encourage, you to report your specific complaint so that it can be addressed. If that concern involves anyone other than the board chair, it should be directed to the board chair. If that concern involves the board chair, it should be directed to the board officers.
- I did not hear from many of you <Redacted Text> Given lack of interest from board members, I will share that information as it becomes available and then we can revisit the decision about participation. <Redacted Text>
- <Redacted Text> completed virtual training with ISBA "Making the Most Out of Your Meeting's Public Participation" on Monday evening. It was a very informative meeting. I have not yet located the recording for it, but will share it. We do currently exceed the criteria for public comment as required by the new law in place on July 1. There are some interesting ideas for tweaking what we do that bear further conversation, it may be most beneficial to first direct this to policy committee to see first if our policy lines up (we believe it does).

Meetings of the Board

- 5/2 Regular Meeting agenda not yet in development.
- First Saturday Feedback is scheduled for May 7, 9-10 am @Fresh Thyme Market. Thank you to those who responded. This will be our last scheduled First Saturday Feedback.
- Thanks to the hard work of the Policy Committee, <Redacted Text> we have a sizable number of policies to work through for the May meeting. As you know, this updating work was backlogged because of the superintendent transition. It is worth noting that many of these policies are essentially the same policy, but appear in multiple sections as they affect different employment groups. These have been provided well in advance of the meeting as they are available through committee so we all have time to read them and offer any edits you might see prior to our meeting. This is a very labor intensive process. Thank you for making time to read early for efficiency.
- There has been a question raised by two board members about an inability to hear all members voting in meetings. I reviewed clips of two recent meetings and it is not at all clear that all members votes are clearly indicated with just a verbal response. To address this concern, I propose that I should change my language slightly when asking for a vote, to say "All of those in favor of the motion, please raise your hand and leave it raised while the vote is tallied." then once that vote is recorded, I will similarly call for the "Nay's". Members would still be welcome to respond with a verbal "Aye/Nay" but it would be your hand raising that would signify your vote. I will give a verbal report of the outcome so someone observing our meeting with visual impairment would remain informed. The hope here is to allow votes to be accurately recorded while trying to be efficient. The other option would be to role call votes on all items, but as you know, that would be very time consuming. Please give me your feedback.

Community/Patron Feedback

- x1 parent concerned with board meeting schedule and communication<Redacted Text>cc'd to the board. The setting of the calendar for our meetings is going to be an issue for discussion in the coming months. I suspect June. Please let me know if you want to see it pushed to May. June is just my thought right now for trying to balance the volume of work per meeting.
- x1 patron regarding <Redacted Text>cc'd to the board.
- x1 patron concerned with Asst. Sup't search.<Redacted Text>cc'd to the board.
- x1 parent regarding an injury<Redacted Text>referred escalation to <Redacted Text>.
- x1 former consultant with questions regarding closure of contracts.

Student Success & Safety

- Received an update from<Redacted Text>

General Business

- Media connections/<Redacted Text> onboarding plan. At member <Redacted Text>recommendation, proactive establishment of media relationships. I contacted<Redacted Text> to make connection between <Redacted Text>establishing similar connection with<Redacted Text>
- I have spoken with many of you over the past few weeks about the possibility of assigning school corporation emails to board members and conducting only board business on those emails. There are pros and cons, but seems to be general support developing for it. Please continue to consider this and provide feedback.
- Assistant Superintendent Interviews will occur this week. Please refer to<Redacted Text> has established a process for this and outlined it thoroughly <Redacted Text> It is very important to note, this process is entirely different than the process we completed for the Superintendent search. The board bears responsibility for the superintendent search. The superintendent bears responsibility for the search and hire of employees of the school corporation.
- Scheduled to meet with <Redacted Text> on Tuesday.

<Redacted Text>has provided a detailed summary of <Redacted Text>Here is a link. <Redacted Text>has also provided me with copies of all of the backup documentation. I asked <Redacted Text>for this level of detail so that every board member has an equal opportunity to understand the timeline and finances for <Redacted Text> work with our corporation. I am very grateful to<Redacted Text> exceptional work. It is very important to note that:

a<Redacted Text>

b)<Redacted Text>

c)<Redacted Text>

d) <Redacted Text>

Please review<Redacted Text>summary notes and direct any questions or comments to me. Thank you.

4/23/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I will set up a time with you for a conversation. You are also always welcome to add comments to these notes if you have additional resources that would benefit the board. Thank you for all you do to keep students as our focus. Rachel

Board/Development - Training

- ISBA regional training on 4/18. Thank you for attending.
- Spoke with <Redacted Text> at ISBA on Monday, discussed our board practices in development and recent communication issues we have had as a board. It was <Redacted Text> observation that our combined experience level and level of training is very high compared to many other school boards and we are highly effective overall as a board <Redacted Text> did not feel any additional training was necessary at this time. <Redacted Text> encouraged me, and I will share that encouragement with you, to continue doing the work of our board. and to continue as best as we are able to keep our focus on students and not allow a vocal minority in our community to distract from that important focus.
- Proceeding with planning to host prospective board member training for Region 4. Anticipated week of 6/13.
- We all received an email from ISBA on Monday evening (while we were at the regional meeting!) <Redacted Text> also forwarded that link to the ISBA "Making the Most Out of Your Meeting's Public Participation" that <Redacted Text> attended and mentioned last week. It is an hour long. To be clear, we believe we are already exceeding the new law, but it's always a good idea to consider if it is time to make any adjustments. Please take time to listen to the training and consider the concepts regarding public comment.

Meetings of the Board

- 5/2 Regular Meeting agenda not yet in development.
- First Saturday Feedback is scheduled for May 7, 9-10 am @Fresh Thyme Market. <Redacted Text>
- I have received feedback from nearly all members regarding the raising of hands for vote and we will proceed with that method in May meeting and see if it alleviates concerns.
- Executive Session scheduled for Thursday April 28th at 6:00 pm at central office. Thank you all for your timely responses.
- Schedule of Board Meetings. As you are aware, our current schedule ends with July; To best serve students, it is our practice to schedule our meeting dates around the academic calendar. <Redacted Text> have both consulted with different city representatives regarding our meeting dates. I have also heard from several of you and we have received communications from 5 different community members regarding the meeting schedule. I offer you three options to consider:

- 1) leave meetings as they are currently scheduled first Monday of the month at 6:30 pm. understanding that interested patrons will need to choose between our meeting and the WL City Council meeting.
- 2) leave meetings as they are currently scheduled first Monday of the month, but change the time to 7am. This does not conflict with any other community meetings and allows our central office staff to continue their most efficient schedule. It would mean shifting timing of Way to Go awards.
- 3) shift meetings to the second Monday of the month, which would require our central office staff to do shifting/shuffling of their work, but it can be done.

Please consider these three options and their implications on your personal productivity and schedule. We can discuss this at our next regular meeting of course, but I am trying to provide everyone an opportunity to consider their own schedule, when they can both meet and prepare to meet, and offer any other ideas. Scheduling is difficult for each of us for various personal and professional reasons. I understand a desire to

please everyone in the community, and please remember that we do offer recorded livestream for any not able to attend, but as a first priority, we must make sure all of the people who HAVE to be in the room can be in the room. Thank you for your consideration.

Community/Patron Feedback

- x1 patron<Redacted Text> cc'd to the board.
- x1 patron<Redacted Text> regarding update on legal RFP. cc'd to members involved in search. Update to board on progress expected in May meeting.
- Received Public Records Request<Redacted Text>for all of 2019 accounts payable. This is a request for excessive content and represents a great deal of work for central office staff to redact and provide. The request will be honored, but may take up to 45-60 days to allow<Redacted Text>to do<Redacted Text>work as a priority and also for legal review.

Student Success & Safety

- Board officers engaged in communication with<Redacted Text>regarding masking on busses.<Redacted Text>

General Business

- <Redacted Text>
- Based upon conversations with members, school board members may request a WLCSC email if they desire one. It will not be mandated. If you would like a WLCSC email, please contact me at your earliest convenience. For the sake of efficiency, I will gather a list and send that to our central office staff at one time, rather than individual requests. Whichever email you choose to use for board business, please use it consistently.
- Received a request<Redacted Text>
- <https://go.boarddocs.com/in/wlcs/Board.nsf/Public?open&id=policies#> This link will take you to our policy regarding public records if you are not already familiar with it. To be very clear, we are not under any legal obligation to provide personal text messages between board members. That said, beyond simple logistical communications, it is good board practice to pick up the phone and call myself, central office, or other board members with any questions or comments regarding board business.
- Assistant Superintendent Interviews occurred this week. <Redacted Text> is working hard for May meeting if possible to do so;<Redacted Text> would like to make sure we can transition the new person by July 1 both for our our benefit and out of courtesy to other districts.
- Closure of Pine Mesa<Redacted Text> contracts. Thank you to all who concurred that all info presented regarding the history with <Redacted Text>exactly matched your recall. Having received no additional questions, I have asked<Redacted Text> to proceed with final payments to<Redacted Text>. You will see that divided evenly on May and June payable reports.

4/30/22 Notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I will set up a time with you for a conversation. You are also always welcome to add comments to these notes if you have additional resources that would benefit the board. Thank you for all you do to keep students as our focus. Rachel

Board/Development - Training

- Proceeding with planning to host prospective board member training for Region 4. Anticipated week of 6/13.
- Reminder, we anticipate a board conversation at some point, perhaps around the board retreat or other training, with regard to public comment at meetings and if we need to modify our process. Please review training materials provided last week and consider your questions/thoughts regarding this topic. We have confirmed that we are currently working well above the new laws in place on July 1, so there is not an immediate urgency to the conversation. I just want you all to be aware that despite our current focus in other areas, it has not been dropped.

Meetings of the Board

- 5/2 Regular Meeting agenda and packet has been distributed.
- First Saturday Feedback is scheduled for May 7, 9-10 am @Fresh Thyme Market.
- Executive Session was held Thursday April 28th at 6:00 pm. <Redacted Text>
- Schedule of Board Meetings. As mentioned last week, this has appeared on the May meeting agenda. The plan is to discuss our preferences and give feedback, then<Redacted Text>will work to build a calendar we can vote on in the June meeting. I'm not sure I can say this enough, we were elected by our community to hold this meeting held in public. While public opinion matters, we must FIRST evaluate the scheduling of our meetings based upon our ability to do the work of the board.
- <Redacted Text>have received a list of questions from a board member connected to this board packet. <Redacted Text> Many are redundant questions asked and answered previously, so I do not expect a lot of additional information to the board in advance of Monday's meeting, <Redacted Text> please do watch for communications up until noon on Monday.

Community/Patron Feedback

- x1 patron positive follow-up feedback on <Redacted Text>
- x1 <Redacted Text>communication concern, referred <Redacted Text>building principal and superintendent.
- x1<Redacted Text>food service question, referred her to food services director.
- Received a public records request <Redacted Text>to both RWitt personally and to WLCSC, for all RWitt communications to the board from January 10th to present, via email and also these Box documents. Legal review is underway to determine what of the Box documents are subject to the request. Though I do not have anything to hide in my communications, I do not anticipate providing my personal emails. As is dictated in our policy and is just good business practice, I did not respond personally to this patron, instead referred the request to central office for response.

Student Success & Safety

<Redacted Text>

- If you are not already, please review local news sources regarding the new charter school anticipated to open in Lafayette. There is some mis-information in them about how charter schools are funded, but still good to track it.
- Please “save the date” for graduation Friday May 27th, Berberian Gymnasium at 7:00 pm

General Business

- Flowers on behalf of the board to <Redacted Text> in gratitude for her exceptional work as our Administrative Assistant on Administrative Professionals Day.
- At board member request, I consulted with legal counsel with regard to the legality of announcing Public Records Requests, (date, name of person filing, and nature of request) in a public meeting as a matter of transparency. It is acceptable to do so. I also asked legal counsel to begin isolating the billing for this work done for us on a separate invoice, and also asked that central office staff keep a general tally of their time spent on these requests, sorted by the name of the person filing so that going forward we can have an accurate facts based view of the cost of them.
- As you are all aware, I have shifted board communications to Box for the sole purpose of transparency to the board and have been working very hard with the board officers, <Redacted Text> and legal counsel, with repeated requests for input from each of you. Thank you to all of you who have engaged in this with a collaborative and positive attitude. Transparency is a challenging topic because everyone has a different understanding of what it means and different opinions about what, why and when it is important to share information publicly. It is going to take time and experience to determine what, if any, changes we are going to make. There is no change without all of us working together to make it happen and there is (in my view) no change that happens that cannot be clearly pointed back to student success. It shouldn't need to be said, but to be clear, we are CURRENTLY operating our schools in a very transparent manner based upon both the law and other school corporations in our state. We are not the only school corporation in the state who is working through these conversations and we will continue to do so.
- REMINDER: *Based upon conversations with members, school board members may request a WLCSC email if they desire one. It will not be mandated. If you would like a WLCSC email, please contact me at your earliest convenience. For the sake of efficiency, I will gather a list and send that to our central office staff at one time, rather than individual requests. Whichever email you choose to use for board business, please use it consistently.*
- Closure of Pine Mesa<Redacted Text>contracts. <Redacted Text>delay in invoicing that will put the split final invoices on the June A/P report. Though not on the A/P report, <Redacted Text> will proceed with reporting to us at the May meeting as requested last month.
- Legal RFP <Redacted Text>
- Thank you to board member <Redacted Text>Because it cannot be said enough, these updates are recommended by Neola and are almost entirely connected to changing state and federal legislation. There have been hundreds of new laws passed by Indiana legislature in the past few years. It stands to reason that our policies will have to continue to be updated to conform with them. Our policy committee <Redacted Text> are doing some important heavy lifting right now to keep us legally compliant.