

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 of schools, date as noted. 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 thoughts that are of a speculative nature, and that are communicated for the purpose of decision making. Nearly all language in these notes exactly fit the description of deliberative.

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, i.e., personnel or student names or 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>

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. You are also always welcome to add comments to these notes if you have additional resources that would benefit the board. Rachel

Board/Development - Training

- Member <Redacted Text> has indicated her preference to work on Goal #2 communication. Schedules are difficult, so I would encourage each pair (or trio) of members to coordinate on your own when and how you would like to meet to develop a timeline and determine quantifiable results. This does not relieve other members from responsibility for the goals, but hopefully will help streamline the process for all. Please forward any information to me as appropriate for inclusion in these notes. Thank you all for your work on this.
 - Superintendent Evaluation process is underway this month. Having received no feedback about the draft process, we will proceed as listed. Currently working Step #1... <Redacted Text> is currently working <Redacted Text> self-evaluation and the evaluation form is in process of being pushed into a google form that will allow automatic compilation.
1. Superintendent completes self-evaluation and sends to each board member for review

2. Board Chair sends out the superintendent evaluation form to each board member to complete.
 3. Each member is expected to return the completed evaluation form to the board officers by a set date.
 4. Board officers will compile the responses into one document and compute an average of the numerical scores.
 5. Board members will meet in executive session to review and discuss the comments, numerical scores, and goals to develop a review document.
 6. Board officers will meet with the Superintendent to go through the review, discuss feedback, scores and goals and receive follow up response, if any, from the superintendent.
 7. Any follow up response will be shared with all members.
- 11/1 ISBA Regional meeting

Meetings of the Board

- 10/10 Regular Meeting of the board held.
- 11/14 Next Regular Meeting
- Received a request from an employee at Cumberland Point. Their facility would like to contribute refreshments to our 11/14 meeting. "As a company we like to support our local communities." I have consulted with the board officers and superintendent and have gratefully accepted this offer.

Community/Patron Feedback

- x1 patron <Redacted Text> question through member <Redacted Text> with a child specific question, responded to patron and confirmed escalation to <Redacted Text>
- x2 patron <Redacted Text> with a follow up question about non-working links in a Q&A. Tech request submitted. Problem has been corrected.
- x1 patron <Redacted Text> noted that my phone number was not correct on the website. Tech request submitted. Problem has been corrected.
- x1 patron <Redacted Text> regarding potential afterschool care solution. Responded to patron and forwarded resource to Superintendent. As you all are aware this is a continuing effort. See note below.
- x1 patron follow-up <Redacted Text> who is satisfied and appreciative with the financial answers provided in the Q&A.
- x1 patron <Redacted Text> for clarification on staffing and class sizes. Response delivered via Q&A section of website.
- x1 patron <Redacted Text> through <Redacted Text> who had a follow up question regarding Bond hearings and public notices. My thanks to Vice President <Redacted Text> who is working on that more detailed answer with our financial advisor and bond counsel.
- x1 patron <Redacted Text> concerned with legality of providing Q&A to the community. Worked with <Redacted Text> and CCHA to confirm that a school

corporation is legally permitted to share accurate information about the school corporation. Answer provided in Q&A.

- x1 patron <Redacted Text> related to an unsatisfactory experience she is having in a social media group. This is not in the purview of the school or work of the board. Response given to the patron.
- x1 patron <Redacted Text> regarding the tax rate. Response currently underway.

Student Success & Safety

- Note regarding a parent's ability to "call out" their student for observance of a religious holiday was vetted by building principals and placed at the bottom of the calendar, referring any interested party to corporation policy.
- Please review the new corporation wide newsletter "Red Devil Pen." This is part of the corporation priorities set for an audit of communication.

General Business

- Received a Public Records request <Redacted Text> for all of the board president's emails from 9/12/2022 - 10/13/2022. Fulfilling this request is underway. Emails have been pulled by tech and forwarded legal for redaction. I do expect this work will fall outside of our retainer fee and incur additional charges for WLCSC. Because of the amount of additional work required to fulfill this type of request, WLCSC has up to 45 days to fulfill this type of request.
- Reviewed corporation credit card statements, per normal practice.
- Reminder that Superintendent <Redacted Text> is out on Monday for family time over fall break.
- Reminder that <Redacted Text> is out next week on vacation. (Note: posting of these notes, redacted, on the website will be delayed because of this.)
- Reminder that our new CFO, <Redacted Text>, starts work with us on Monday.
- As reported previously, a hearing related to the charter school lawsuit was held on 10/5. We remain on this lawsuit, but at no additional cost to the corporation. Outcome to the hearing is expected within 45 days.

Miscellaneous

Board Chair email communications to building personnel this week:

<Redacted Text>