

**Contract for Charter School Status for Meeme LEADS  
With the Kiel Area School District**

This Charter School Contract is made as of April 15, 2013 by and between the Board of Education of the Kiel Area School District and Meeme LEADS Elementary Charter School.

The School District has previously approved the establishment of a charter school located in the Kiel Area School District and known as Meeme LEADS Elementary Charter School. This contract is to extend the Meeme LEADS Charter for one additional year through 2014.

The District's Board is authorized by Wisconsin Statutes 118.40(2m)(a) to contract on its own initiative, and with an individual or group to operate a school as a charter school; and

In accordance with Wisconsin Statute 118.40, all of the following have been addressed:

**1. The name of the person who is seeking to establish the charter school.**

Dr. Louise Blankenheim, District Administrator of the Kiel Area School District and Chad Ramminger, Elementary Principal and the Meeme LEADS Charter School Governing Board members, wish to extend the charter school contract.

**2. The name of the person who will be in charge of the charter school and the manner in which administrative services will be provided.**

Mr. Chad Ramminger will be in charge of Meeme LEADS. All administrative services and all instructional services necessary for the Charter School's operation under this contract shall be provided to the Charter School by the district in substantially the same manner as provided to KASD students enrolled in the district's non-charter schools. The school will be an instrumentality of the Kiel Area School District.

### **3. A description of the educational program of the school.**

Meeme LEADS Charter School will provide a customized education for all students' kindergarten through third grade. The mission/vision for Meeme LEADS is to teach children of different ages and ability levels together, without dividing them or the curriculum into the traditional grade level designations. Children will move more readily from one level to another based on their skills and abilities making continual progress toward their goal rather than being promoted once a year. The curriculum and teaching practices are developmentally appropriate and are based on individual student needs whether remedial, typically developing or gifted. Meeme LEADS represents L-learning style focused, E-excellence through individualization, A-achievement for all, D-differentiation, and S-student driven success. Students will be assessed utilizing strategies such as teacher observations, formal and informal assessments, performance assessments, STAR, AIMSWEB, state assessments, etc. Interest inventories will also assist staff in determining appropriate units for the children to explore. As a result of this type of programming, children will learn and have opportunities to work within their optimal mode of learning, become independent self-monitoring learners, develop problem solving and critical thinking skills and understand and strive for quality workmanship and excellence. Each student will have a "homeroom" teacher who will be their main contact person and who will monitor their progress along with the other team teachers.

### **4. The methods the school will use to enable pupils to attain educational goals under s. 118.01.**

Unique features of Meeme LEADS include such things as: a customized educational plan for all students; a flexible pacing schedule for student movement between skill level/interest level groups; a non-graded approach; assessment-based flexible groupings with differentiated instruction; greater parent involvement including—parent volunteers, community/business partnerships; use of regional/community expertise/experiential based learning opportunities (i.e. talk/presentation by DNR, class projects held at Maritime museum), etc. Students will be following a standards based curriculum that, although it will be presented in a nontraditional manner, will still fully prepare students for our traditional middle school environment. Performance/project based

assessments to determine flexible groupings will be utilized. The implementation of dynamically responsive curricular models that will meet the needs of each individual learner and will be aligned to the Common Core State Standards will be part of the charter school curriculum.

Alliances with educational and community partners will facilitate broadening learning opportunities and align services to address the needs of students creating progressive programming that appeals to a variety of learners. Creating a physical environment that will support collaborative learning as well as self-directed learning will enhance the overall programming for students.

**5. The method by which pupil progress in attaining the educational goals under s.118.01 will be measured.**

The classroom teachers will be assessing the students in a variety of ways. Third grade students will be involved in the statewide Wisconsin Knowledge and Concepts Examinations.

The standards based reporting device will be utilized with curriculum based measurement strategies and activities to assess student progress toward the standards. The STAR and AIMSWEB assessments will be utilized at all grade levels. Curriculum based assessments will be utilized with all students along with local measures of student performance, portfolios, developmental milestones, customized educational plans, teacher developed rubrics, and interest based assessments.

**6. The governance structure of the school, including the method to be followed by the school to ensure parental involvement.**

A governance board will work with Chad Ramming, Elementary Principal and Dr. Louise Blankenheim, District Administrator to oversee Meeme LEADS Charter School. This board will include representation from parents, teachers, business members, community based organizations, and administration. Parents/community members will represent at least 51% of the Governing Board. This will be a 12 member governing board with seven members being parent/community members. The other five positions will be held by the charter school principal, elementary/middle school associate principal/director of

curriculum or director of pupil services, and three charter school teachers, which are non-voting members.

The governing board will meet monthly. A quorum will consist of a majority of the voting members.

The duties of the governing board will include, but are not limited to:

- Address the goals and objectives of the educational program. These could include areas of curriculum content, assessment, etc.
- Monitor and evaluate school effectiveness.
- Develop policies and procedures necessary for the operation of the charter school.
- Develop and oversee the budget and other committee activities.
- Review staffing needs and make recommendations.
- Promote community awareness.
- Promote school sustainability.

Discussions concerning staff performance and employment shall be made in conformance with Board of Education policy (3000 and 4000 series) as well as procedures detailed in the professional staff handbook between the KASD Board of Education and the Kiel Education Association and the Kiel Support Staff Association.

Parents play an integral part in all facets of Meeme LEADS: i.e. PTO, parent volunteers, experience based learning activities, chaperoning, family nights, school newsletters, open houses, committee work, school programs, parent outreach activities, parent/teacher/student conferences. Parents will have regular contact with the child's designated teacher regarding the progress of their child and to hold the students accountable for complying with operational policies and disciplinary procedures.

**7. Subject to sub. (7) (a) and (am) and ss.118.19 (1) and 121.02 (1) (a) 2, the qualifications that must be met by the individuals to be employed in the school.**

The teacher must:

- Hold a current Wisconsin teacher certification
- Utilize effective communication skills and strategies
- Have good facilitation skills

- Be self-motivated and flexible
- Be interested/able to work non-traditional hours
- Be knowledgeable in student assessment and willing to work with an evaluation coordinator to constantly assess student needs as well as progress in the area of academics and student interests

Be knowledgeable of or willing to learn:

- non-graded pedagogy
- flexible grouping
- differentiated instruction
- how to develop customized/individualized educational opportunities/plans
- how to analyze student work and provide support for deeper learning
- the Common Core State Standards
- technology software, hardware, and advancements as it applies to educational programming

**8. The procedures that the school will follow to ensure the health and safety of the pupils.**

The school will follow the same regulations and procedures currently in place in the Kiel Area School District to ensure the health and safety of pupils when in district buildings or participating in school activities.

**9. The means by which the school will achieve a racial and ethnic balance among its pupils that is reflective of the school district population.**

In order to ensure that racial and ethnic populations acquire proper knowledge and understanding of the charter school and its purpose, district staff: 1) will ascertain that language, literacy, or cultural obstacles do not exist, through meetings with appropriate students and their families; and 2) upon determining that such obstacles do exist, will provide appropriate explanatory, translation, and cultural mediation services to overcome such obstacles.

## **10. The requirements for admission to the school**

- Students who are age appropriate for grades K-3.
- If early entrance is requested, Kiel Area School District policy will be followed.
- Students who presently live in the Meeme School attendance area will be given priority for attendance at Meeme LEADS Elementary Charter School as this is a whole school conversion.
- Children of staff members at Meeme LEADS will be permitted to attend as next priority.
- Younger siblings of students already attending Meeme LEADS from other attendance areas will be permitted to attend.
- Any student who applies for enrollment by March 1<sup>st</sup> will be included to attend Meeme LEADS.
- If student applications exceed available spaces (88 students 5K-3<sup>rd</sup> grade and 24 4K students), students will be selected using a random lottery system.
- Students not accepted through the lottery system will be placed on a waiting list.
- The list of student applications/waiting list will not roll over. A new waiting list will start every calendar year beginning March 1st.

## **11. The manner in which annual audits of the financial and programmatic operations of the school will be performed**

The annual audits of the financial operations will be done in the same manner as Kiel Area School District, through the business department at the district office. The programmatic operations will be done through several different processes. Meeme LEADS Charter School will be held accountable for all programmatic issues that any other school in the district is held accountable for. Annual reports on student achievement and overall program successes will be communicated to both charter governing board and the board of education.

All other Federal and State funds will supplement, not supplant charter school funding, such as Title I (NCLB), Title IIA & Title V (Staff Development Initiatives), Title IID (Technology Support), Title III

(English Language Learner Resources), Title IV (Safe and Drug Free Schools), and IDEA (Special Education) will continue to be allocated for the programming that have been earmarked in support of, without conflicting with charter school funding streams.

## **12. The procedure for disciplining pupils**

- All KASD School Board Policies will apply.
- All procedures of the student handbook will also apply.
- Kiel Area School District Nondiscrimination Policy.

It is the policy of the Kiel Area School District that no person may be denied admission to any public school in this district or be denied participation in, be denied the benefits of, or be discriminated against in a curricular, extracurricular, pupil service, recreational, or other program or activity because of a person's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental/emotional, or learning disability or disability as required by Section 18.13, Wisconsin Statutes. This policy also prohibits discrimination as defined by Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race, color, and national origin), and Section 504 of the Rehabilitation Act of 1973.

The school district encourages informal resolution of complaints under this policy. A formal complaint resolution is available, however, to address allegations of violations of the policy in the Kiel Area School District.

Any questions concerning this policy should be directed to:

Deb Sixel, Kiel Area School District  
416 Paine Street, P.O. Box 201, Kiel, WI 53042  
(920) 894-2266

**13. The public school alternatives for pupils who reside in the school district and do not wish to attend or are not admitted to the charter school**

Attendance at Meeme LEADS Charter School is voluntary.

The Charter School may not charge tuition.

Students choosing not to attend Meeme LEADS will attend Zielanis Elementary School with transportation being provided as per board policy.

**14. A description of the school facilities and the types and limits of the liability insurance that the school will carry**

One of the present elementary schools is being converted fully to a charter school. No additional insurance would be necessary.

**15. The effect of the establishment of the charter school on the liability of the school district**

Since the charter school is an instrumentality of the school district and is already a public school building, all services including legal responsibility, and liability rests in the hands of the Kiel Area School District; therefore, additional liability insurance will not be required. Hence, the effect of the establishment of the charter school on the liability of the school district will be none.

**16. Any administrative fees charged by authorizer that would be paid from WI charter school grant indirect costs**

There are no administrative fees charged by the authorizer that would be paid from the WI charter school grant indirect costs.

**17. The length of this contract will not exceed one year.**

- The charter may be revoked if this contract with the school board is violated.
- The charter may be revoked if the pupils enrolled in the charter school fail to make sufficient progress toward attaining the educational goals under s.118.01.



- The charter school may be revoked if the charter school fails to comply with generally accepted accounting standards of fiscal management.
- The charter school has insufficient enrollment to successfully operate a public school.

**18. Transportation**

- Transportation to Meeme LEADS will be provided for all students in the Kiel Area School District.
- This transportation may include the possibility that students will be transported to a central pick up location in Kiel and then shuttled to Meeme LEADS. At the end of the day, those students would be shuttled back to that central location to be transported home.

**19. Budget Responsibilities of Meeme LEADS Charter School**

- The KASD School Board and Meeme LEADS Governing Board recognize that grant activities will be pursued by Meeme LEADS Charter School.
- A separate account will be established for each grant to assure appropriate monitoring and reporting to the funding source. This will include dissemination grant funding and grants received through the 501c3 non-profit status when established at Meeme LEADS.

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Dr. Louise Blankenheim, District Administrator      Date

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Scott Lieburn, District Clerk      Date

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Cynthia Schmahl, School Board President      Date

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Governing Board Member      Date