

Rilke Schule
Academic Policy Committee
FINAL Meeting Minutes

Approved as amended June 21st, 2010

Tuesday, April 27th 2010, 6:30 PM
Special Meeting



I. Call to order

The meeting was called to order at 6:38 PM.

Board Members Present: Liz Crafford, Greg Gould, Frank Macht, Elisa Snelling, Jeff Ullom, Claudia Bittlingmaier, Debra Schwicht, Steve Schaffer, Crystal Wrabetz

Board Members Absent: None

Others attending the meeting were: Jo Sanders, Elke Rühl, Denise Cotten, Evan Cotten, Mary Meade, Cassie Jeremias, Tallee Wellman, Sabrina Hebert, Robert Hebert, Brett Wilbanks

II. Opening Comments

Elke Rühl made a few comments. She is the German Language Consultant for the Pacific Northwest. This is her 4th visit to Rilke Schule. She noted that the music class she attended was impressive, and that the 4th graders were also a great class. She noted that we are doing wonderful work, and it is a pleasure to come back and visit the lessons.

III. Adoption of Agenda

ACTION: It was moved to put item 1 of new business as the first item on the agenda

Moved by: Greg

Seconded by: Jeff

VOTE:

Unanimous

MOTION PASSES

ACTION: It was moved to accept the agenda as amended

Moved by: Greg

Seconded by: Jeff

VOTE:

Unanimous

MOTION PASSES

ACTION: Request for unanimous consent for the following resolution

Moved by: Greg

Seconded by: Jeff

VOTE:

Unanimous

MOTION PASSES

WHEREAS, Jo Sanders, as the primary visionary and founder of Rilke Schule German School of Arts and Sciences (Rilke Schule), was critical to the creation and current success of Rilke Schule, and

WHEREAS, Jo Sanders officially represents Rilke Schule to organizations and governments around the world, and

WHEREAS, Jo Sanders' knowledge of German language instruction and curriculum is unparalleled, and

WHEREAS, Jo Sanders provides a vital link between the development and the implementation of curriculum at Rilke Schule, and

WHEREAS, the loss of Jo Sanders on the Academic Policy Committee would be detrimental to the future success of Rilke Schule,

IT IS THEN THEREFORE RESOLVED THAT Jo Sanders shall hold permanent standing on the Rilke Schule Academic Policy Committee.

IV. Approval of Minutes

ACTION: motion to table approval until the next meeting

Moved by: Jeff

Seconded by: Greg

VOTE:

Unanimous

MOTION PASSES

V. Public Comments

Jo wants the board to commend Evan Cotten who went to UAA and spoke to 200 High Schoolers on German Day about his experiences in Germany. Thank you Evan!

VI. Reports

A. Verein

Tallee reported that the Verein is still working on an online-auction to continue selling the items we still have leftover from the Auction. Citywide Cleanup Day is this Saturday.

Debra thanks the RSV for the T-shirt donations to the Travel Club for their upcoming trip to Germany.

Frank apologized to Tallee for the lengthy speech at the auction which led to the items being left over.

B. Charter School Supervisor

Mary commented that the open house event was fabulous. She found the board confidentiality agreement and sent it to all Charter Schools.

Brett spoke with Mary and wanted her to clarify that the lease is definitely approved. There are two little points that they are still discussing. One is a requirement for possible future health and safety testing, the other is the attorneys for the district thought they should review the master lease. Other people feel it is not pertinent to the district to review the master lease. The school's attorney thought they should check to see that there is nothing in the master lease that would

negate something in the sub lease. Everything has been gone over with a fine tooth comb and it will be approved once they iron out these last couple of points.

C. Principal

Crystal noted that RSI board member Todd Manning would rather use a moving company instead of district people to help with the move. The district will provide moving help if we ask. Jeff will follow up with Todd. Crystal would schedule with the district if we are going to use them. How do we request using Hanshew or Spring Hill? Mary suggested that we go through Sam. Frank has a strong preference to work with the district if possible. Mary will talk with Mike Abbott. She expects they would be happy to help as they have before.

New teacher Heather Lambert got a charge on her credit card that indicates they have processed her teaching certification. Tomorrow Jo and Elke are meeting with the other German teachers.

RSI began measuring for the playground and fencing.

We have more German teaching applicants to review. Tuesday afternoon next May 4th, 1-4 we have staff interviews scheduled.

Staffing Update – We have put in for a full time English 2nd grade, and a 1st grade German Speaking position, a .5 science K-8 specialist to work with a contracted art person, and a .49 intermediate science position.

There will be an awards ceremony at 1:30 PM on Thursday, April 29th. The announcements went home today.

D. Officers – President

Nothing specific to report

Vice President

At 8:30 on Tuesdays we will have a workgroup meeting for the building committee and the move.

Brett Wilbanks, RSI president, asked to have modifications made to allow connection of the Rilke Schule Inc. website with the Rilke Schule school website and the Verein website. There was a lengthy discussion of this. It was agreed that Liz and Elisa would represent the APC and Tallee the RSV, and they would work with Evan Cotten and Brett to help better integrate the three different websites that currently exist to improve communication within the Rilke Schule community.

The board is comfortable with Liz and Elisa and Tallee meeting with Evan and Brett to work out the details of all of this.

Secretary

Nothing new to report

Treasurer

The budget is on track for the year. The last day for budget transfers is Friday.

Elisa spoke with Petra and was assured that we are ok for the next couple of months.

Frank expressed frustration for not having any control over so much of the biggest part of our budget. Frank asked Mary if we know how much the district spends per student. Marie showed Mary the formulas to be about \$12,000 per child. They deduct for food, transportation, etc. The

bottom line is almost exactly the same as what we get for our budget. The revenue is about the same, but we have our own building expenses on top of everything that other schools don't have.

Thanks to Elisa and Petra for helping with these budget challenges.

E. Building

The APC building committee met with RSI and RSV this morning and they are working on a site plan. The playground fencing is the first job they are tackling. It was asked if we are fencing the portables area as well, or just the playground. Brett answered that the goal is to fence the whole area. The teachers and staff members have expressed a strong desire to see the classrooms and have an opportunity to measure the spaces they will be working in, and asked how this could be accomplished.

Jeff responded that they are working on scheduling it. The landlord is gone this week and hopefully they will be able to schedule it soon. He noted that 50% of those rooms are going to be changed, so that must be kept in mind.

We will discuss our current landlord and exiting this building in executive session tonight

F. Curriculum

German

Nothing to report

English

Nothing to Report

G. Goals

Nothing new to report.

H. Ad Hoc

By Law Revision Process

Steve has sought out volunteers and is looking for people to serve on the committee to make changes to the by laws. The issues that have been brought up to date for possible revisions are:

Officer elections

Representation

Brevity

Clarity

Size of board questions

Steve feels we can have this ready for the August year end report, that way it can be a single presentation to the school board.

Tallee commented that two years ago there was a lot of ambiguity on whether or not staff gets to vote for the parents in the APC elections. She would like to see that clarified in the by-laws.

Crystal asked if we could solicit written comment for the bylaws. Other schools have a meeting and prepare a draft and then take additional comments.

Dress Code Update –

We have held one meeting for Staff input to dress code changes. We will plan two more meetings, one afternoon and one evening, to solicit more input, specifically from students and parents.

VI. Unfinished Business

1. Board Vacancy Position

ACTION: a vote to fill the vacancy

Moved by: Liz

Seconded by: Greg

VOTE:

A secret ballot election was held to fill the vacant position on the board.

The board voted to elect Robert Hebert to fill the vacant position on the board.

VII. New Business

1. APC Officers Elections

The following people were nominated for Officer Positions on the APC Board:

Liz Crafford as Secretary

Elisa Snelling for Treasurer

Jeff Ullom for Vice President

Greg Gould for President

ACTION: it was moved to accept all four nominees as selected to be elected officers effective at the May Regular APC Meeting.

Moved by: Steve

Seconded by: Claudia

VOTE:

Unanimous

MOTION PASSED

ACTION: It was moved to recess to Executive session to discuss the principal evaluation and building-landlord litigation issues

Moved by: Liz

Seconded by: Elisa

VOTE:

Unanimous

MOTION PASSED

The regular meeting ended at 8:45 PM

VIII. Executive Session, (Personnel/Finance/Negotiations/Litigation)

1. Current landlord issues – final rent payments and outstanding bills.

2. The principal's evaluation was discussed.

IX. Adjournment

The meeting was adjourned at 11:45 PM by unanimous consent.

Compiled by

Elizabeth Crafford

Rilke Schule APC Secretary