

Rilke Schule
Academic Policy Committee
FINAL Meeting Minutes

Approved June 21st, 2010

Thursday, May 13th 2010, 6:30 PM
Regular Meeting



I. Call to order

Board Members Present: Liz Crafford, Claudia Bittlingmaier, Frank Macht, Crystal Wrabetz, Elisa Snelling, Jo Sanders, Greg Gould, Robert Hebert, Steve Schaffer

Board Members Absent: Debra Schwicht, Jeff Ullom

Others attending the meeting were: Stephanie Campbell, James & Lori Efird, Lee Kuxhaus, Cassie Jeremias, Denise & Evan Cotten

The meeting was called to order at 6:37 PM

II. Opening Comments

Greg welcomed everyone and asked people to please be brief with their comments as we have much to cover tonight.

The APC all expressed a very big thank you to Frank Macht for his willingness to serve as acting President for the last 3 months and carry the board through some very difficult times. We truly appreciate his hard work, sacrifice, and dedication to Rilke Schule.

III. Adoption of Agenda

Liz requested to amend the agenda to add the signing of the official Board Resolution document to the Secretaries report.

ACTION: motion to approve the agenda as amended

Moved by: Jo

Seconded by: Elisa

VOTE:

Unanimous

MOTION PASSES

IV. Approval of Minutes

1. Minutes from Thursday, April 8th, Regular Meeting

2. Minutes from Tuesday, April 27th, Special Meeting

The motion to approve minutes was postponed until a question could be asked of Mary Meade about appropriateness of material to include in Executive Session minutes.

V. Public Comments

Jo thought that our awards ceremony for the students after the declamation contest in April was great. All the students did a great job at the declamation. The German representatives were really impressed.

Claudia wants to thank all the people who worked hard for the Teacher Appreciation events. It really was appreciated by the teachers.

VI. Reports

A. Verein

The Coin Wars raised \$2500. Online auction is close to ready and will hopefully raise further funds.

B. Charter School Supervisor

Mary gave reminders about Year-end report deadlines. We should have a draft prepared by our June regular meeting.

Mary will be out of the office on Fridays for the rest of the school year. She'll be out from June 10 – July 12th this summer.

There is a new charter school planning to open next year for dyslexic children. They are almost finished with their initial application. They want to start with 50 middle schoolers and 50 high schoolers, not necessarily in the same location. She suggested they talk to us about possible coordination of space use, and has given them our contact info.

A gentleman from the Dominican Republic spoke to Mary. He is interested in starting a Spanish Immersion school in Mtn. View, and working with black Hispanics/low income/urban renewal communities and others. He wants to follow our success, and will call Jo to ask more questions. He was very knowledgeable.

Jo asked about the progress of finding a high school for Rilke students to transition to with advanced German. Mary told Janice G. that Service High was our first choice for a feeder school. We are working on scheduling a meeting with them. Mike said that he doesn't have any more FTE money to add another language teacher to Service. Jo responded that we don't need it next year or even the year after. We don't necessarily need a new position, just a single class for now. With any luck, this group of all the language schools that is working with the Department of Education to allow exemptions for foreign teachers will make it possible to take a teacher from Germany that would be paid for by the German Government for high school as well. Janice is working with this group on changes to the DOE wording to allow for the foreign teachers.

2010 National Charter Schools Conference, June 28th – July 1, Chicago
Mary cannot attend this year. We have six people from Anchorage who are attending. They will prepare a slide presentation for everyone when they return. Crystal asked what position(s) from the Charter School should go to the meeting. Mary thought the principal and one person from the APC would be appropriate.

One thing we are doing, even though Alaska and Texas didn't buy into the National Standards, Mary went to a seminar at the National Conference in SLC for National Standards. Our district is very involved in having input into the process even though the State chose not to participate.

Greg asked Mary to review the topical minutes from the Exec Session from April 8th and tell us if it is too detailed and should not mention the topics

discussed. Mary said that its topical and appropriate. We need to list the general topics discussed, not the details that are confidential.

C. Principal

The enrollment numbers for next year are currently 87 K. Field day will be next Tuesday. Teachers and staff would like to wear blue jeans for the rest of the year while packing up their classrooms.

ACTION: motion for unanimous consent to let teachers wear blue jeans for the rest of the year

Moved by:Jo

Seconded by: Claudia

NO OBJECTION

MOTION APPROVED

There have been a number of staff interviews. First Grade German is open. End of Year Report.

Crystal asked if the APC was ok with her contacting another charter school to loan them our chairs.

ACTION: motion by unanimous consent to loan the chairs to another charter school

Moved by:Liz

Seconded by: Greg

NO OBJECTIONS

MOTION APPROVED

Pam Chenier with the district has stated that they will move our school at no charge. Zelner and Levi are giving lots of tours. Heritage Christian school is closing and having a garage sale. We have found many useful items that we are purchasing for the new site for a very reasonable price.

Summer German camp will be held. One room at new building will be available. It will be held July 26 – August 6th, It will only be for Grades 2-8. The cost will be \$350, Lisa Cooper will teach it.

D. Officers

President

We will meet with the Landlord to go through a move out check list tomorrow at 4:30 pm. Stephanie Campbell noted that we should get a copy of an initial move in checklist, if it exists. Greg was planning on attending the Tuesday meeting but didn't make it.

Vice President

No report

Secretary

The official copy of the Board Resolution making Jo a member was passed around for signatures.

The updated APC Contact list was handed out.

Copies of the district confidentiality document were given to all APC Board members for signatures and they will be kept on record with Crystal.

APC Topics Calendar from Mary was handed out to board members. Liz requested that we review the APC calendar for items to discuss for the next meeting each month. The Year end report is on the calendar for the June meeting. It was agreed to add that to the agenda for the June meeting.

Sprachmeister Plaques - The school staff agreed to make sure that the plaques were completed by the beginning of school.

Treasurer

Janitorial Bill

We are ok with the budget as it now stands. L & Z want the Janitorial bill paid before we withhold our June rent. We are negotiating.

E. Building

Boiler Inspection. There are two longstanding violations. It has been reported to L & Z.

Move Out logistics update.

Todd is out of town. Hanshew has been closed for the summer. It was suggested that maybe we could use their portables for storage. How much can the warehouse store? This is being worked out right now. We may also get conexes or containers to hold things until we can move in.

Site Plan – Who is going to go where at the new building. Teachers saw the building last night. It was asked that Crystal prepare a “roll-out” plan for our next meeting of who will be located in what classroom at the new school.

F. Curriculum

17 children have passed the A2 exam. This exam is more like 3rd year High School German. Our kids are very strong orally, and not as good with written skills. Based on these scores and our AATG scores, we have selected an elite group for the B1 exam. This is not unlike passing the AP exam. We sent letters home for kids who scored well and/or were highly motivated self starters. This group will meet once a week after school in the fall to work on studying for the exam. Eventually the plan is that all 5th graders take the A2 test and 8th graders will take the B1 exam. If the B1 exam is passed, students are qualified to attend “community college” equivalent school in Germany. Hopefully they will then be able to do the B2 in High School, which would qualify them for a German University. Typically you need 2 years of college here first before University in Germany. Kids here could pass extra AP classes and qualify for this.

German for staff

We are trying to come up with a plan for how to get our principal to learn German. Jo suggests that we consider funding her for an intensive Goethe Institute course in Germany based on the one that Charmin took. What would it cost? The airfare is about \$1000. The cost for the course is \$2500. She would be

living with a family. The course is for 12hrs a day for 2 weeks. Jo is willing to provide \$1000 for this. Crystal would be willing to do this in summer 2011. Jo feels this should have priority on our Professional Development roster. Cassie figured that \$230 per classroom is all it would take which is about \$10 per student. She suggested that this would be a doable fund raiser.

Use of pens

Pencils are not allowed on the formal German exams. In order to prepare our students, we need to have our students start writing with pens by 4th grade. We need to add blue or black ink pens to the kids supply list.

German Immersion Conference in Atlanta, Sept 24th-26th, 2010.

Our school has been invited to send someone to this conference. The German Government will pay a majority of the expenses for one member. I'd like to recommend sending Heather Lambert, our new teacher. She hasn't seen any other immersion schools. There were no objections from the board to sending Heather Lambert.

The local AATG conference will be at Sheep Mountain the first week of October.

We have someone who just got back from living in Germany for 18 years who is interested in tutoring our students.

During the summer of 2011 and after, Jo suggested that we consider offering a "Deutschstunde mit Spiel und Spass" twice a week, like from 6:30 - 8 pm with fun activities in German for students of Rilke to keep up their German in the summer. It would be a drop-in activity, no prior registration required and cost something like \$10 per session.

The PASCH grant has been submitted.

G. Goals

Frank suggested we put the Goals committee under Ad Hoc to discuss as needed.

H. Ad Hoc

1. Dress Code revisions Update

Three meetings were held to solicit dress code input from staff and families. The notes will be compiled and distributed, along with recommendations for changes based on the input from the meetings.

Lee pointed out enforcement issues with the dress code and the nutrition policy is also a problem. She is willing to help revisit this later. She noted that juice on the nutrition list is a bad idea. Jo suggests we also put wording out about fat. Mary commented that the ASD Nutrition Policy adopted in 2006 is great and has many good ideas.

2. By-laws revisions Update

Steve sent out information to everyone with other bylaws examples. He hasn't yet scheduled a meeting to discuss issues.

VI. Unfinished Business

www.rilkeschule.org update – Elisa worked with Evan to get RSI set up with their subdomain. Petra is the owner of the name. She has agreed to transfer it to the board. Later this summer we will work on a different hosting option. Evan wants to ask about moving the mail over to the google domain. Greg asked Evan if he would schedule a quick worksession to help outline these issues. Cassie recommended that anyone sending rilkeschule.org email sign the ASD communications form.

VII. New Business

Custom Gift Baskets for our neighbors – Elisa would like to offer thank you gift baskets for our neighbors for putting up with all of our comings and goings. She is proposing a Thank you Gift Bowl. She proposes that the APC and the RSV split the costs.

ACTION: motion to give Thank you gift bowls to our neighbors, the list approved by Crystal, funded equally by RSV and the school.

Moved by: Liz

Seconded by: Robert

VOTE:

Unanimous

MOTION PASSED

Partnership for Alaskan Charter Schools – PACS. Liz asked Mary for clarification on what this was all about and whether it was appropriate to put something on our website about it. Mary explained that it is for everyone-families, parents, board members – anyone who wants to have a voice in helping charter schools in Alaska. They have a great website and are an active group run by Loretta Nardi. She recommended that it would be good to announce on our web site or send home a newsletter with that information. Technically, Mary can't support it at the district level, but she encouraged the school and its members to support PACS. Frank asked why the ASD wouldn't support it and Mary replied because anything that would take control away from the local school board they will not support.

ACTION: adjourn to exec session for the purpose of discussing personnel and legal issues.

Moved by: Liz

Seconded by: Frank

VOTE:

Unanimous

MOTION PASSED

The regular meeting adjourned at 8:45 PM

VIII. Executive Session

1. Staff compensation for move
2. Principal Evaluation, Contract Renewal and Salary

IX. Adjournment

The meeting was adjourned at 11:45 PM

Compiled by

Liz Crafford

Rilke Schule APC Secretary