



Rilke Schule Academic Policy Committee FINAL Meeting Minutes

10 September, 2009

I. CALL TO ORDER

The meeting was called to order at **6:35 PM**. APC members attending the meeting were:

Jo Sanders, President	Joe Weinberger
Petra Nickerson, Vice President	Claudia Bittlingmaier, Teacher
Jeff Ullom, Treasurer	Debra Schwicht, Teacher
Liz Crafford, Secretary	
Frank Mächt	Crystal Wrabetz, Principal
Mary Mead, ASD Charter School Supervisor	

Other attendees at the meeting were:

Evan Cotten	Angelika West
Tallee Wellman	Arlynda Hermann
Peter Mladenov	

II. APPROVAL OF MINUTES

Approval of the minutes was postponed.

III. PUBLIC COMMENT PERIOD

Verein Board Member Arlynda Hermann requested funding from the APC to purchase supplies for making the flags for the Sprachmeister program.

It was moved and seconded that the school begins funding the Sprachmeister Flag program.

It was suggested that we include text for both Sprachmeister and Sprachmeisterin, if possible.

The vote was unanimous.

IV REPORTS OF STANDING COMMITTEES OR PERSONS

A. Supervisor of Charter Schools

Recertification Information

Mary provided more information about what we need to prepare for recertification. She provided a copy of the Eagle Academy Charter renewal from last year as a guide.

Charter School Yearly Report at School Board Meeting

Each charter school does a yearly report with test scores, budget, AYP etc. and must present it to the school board annually. The report is available online at the school board website. Rilke Schule will be presented next Monday evening.

Principal Evaluation

There are two evaluations done for a charter school principal, one done by the school APC, and one performed by the ASD. Charter schools are required by law to do one every year. She provided evaluation materials to assist the board with this.

Eighth Grade Stimulus Money

Rilke Schule eighth graders are eligible to participate in a new College and Career readiness program funded by the stimulus money.

Other

The board discussed how to ensure that 9th graders from Rilke Schule have the opportunity to enroll in more advanced German classes at their high school. Mary explained how the total enrollment numbers for a charter school are determined and modified.

B. Principal's Report

Sept 14th School Board Meeting

Crystal and Jo Sanders will present the report at the school board meeting next week.

Charter Renewal

Crystal will begin working on it with Jo after the Immersion Conference at the end of September.

Rilke Inc. Financing Report

Crystal met with Brett Wilbanks and is working with the board to help prepare a business plan for Rilke Inc. to use for financing for a new school building.

Language Conference in San Diego in November

Crystal asked if the board would approve \$1500 per person for 6 teachers to attend a Language Immersion Conference in San Diego in November. The board discussed the availability of funds and other possible funding sources.

It was moved and seconded to support up to \$5000 maximum for the teachers to attend the conference.

The vote was unanimous.

The board discussed providing equal opportunity for all teachers to have continuing education opportunities, not just German teachers.

Optional Intensives

Crystal suggested ways to make the program run more smoothly.

Other

It was moved and seconded to pay for Crystal's membership to the Alaska Principal's Association to provide liability coverage.

The vote was unanimous.

C. Rilke Verein

Tallee Wellman, Verein President reported that the Verein doesn't have any unrestricted income at the moment. She described the procedure for requesting funds. The Verein is working on a Valentine fundraising auction: No Octoberfest event is planned as previously considered. Help from the Verein was requested to assist with snacks and meals at the Immersion Conference. A German-speaking Verein member was requested to communicate directly with the German Consul.

D. Building Committee

The ASD Facilities staff sent architects to look at Sentry Drive property. They will take their findings to the superintendent and then report back to Rilke Inc.

E. Curriculum

The intern program is running smoothly. They work at Rilke Schule 4 days a week, and have the opportunity to help at a local high school for one day. The board discussed enhancing the program by recruiting students who are training for Grundschule as well as high school. Several board members offered to help Jo Sanders run the program.

A Spanish Club has started and interest in a French Club is being solicited.

Curriculum development continues at all levels, and the board discussed funding options for copying and binding curriculum books created by Jo Sanders.

F. Finance Committee

An updated budget spreadsheet will be available when the new salary numbers are ready. The main budget meeting for the year will be in November.

It was moved and seconded to offer a stipend to support staff and teachers for their time spent on the Saturday Kinderfest program.

The board discussed the cost of this.

The vote was unanimous.

G. Goals Committee

The committee chair suggested we have a special meeting where we discuss the five priorities we each see for the school based on the Goals Committee Report submitted in June. A meeting time was chosen for Thursday, October 1st at 6:30 PM.

H. Public Relations Committee

There was no report from the Public Relations Committee

I. Optional Intensives

It was reported that after a chaotic start, the program seems to be running more smoothly. It was decided to offer a special program for the youngest K and 1st grade students called 'KinderOp' that will do a variety of activities, instead of focusing on a single activity. The older student Soccer Club trips to the local park are very popular. Volunteer parents are needed to organize and run the program as well as individual activities in order for the program to successfully continue.

V. Old Business

A joint APC and Verein boards meeting with the Foraker Group will be postponed until after the 20th of October to accommodate the Verein board new member elections.

VI. New Business

The staff is working on a consensus of at what grade children are expected to start writing in cursive.

Crystal asked if the Board would consider approving a \$100 per teacher miscellaneous project fund if the Verein isn't able to.

The meeting was adjourned at 9 PM.

Executive Session

A brief executive session was held to discuss options for the principal's evaluation procedure.

Respectfully Submitted,

Elizabeth Crafford, APC Secretary