





March 31, 2019

Fairbanks North Star Borough School Board
520 Fifth Avenue
Fairbanks, AK 99701

Dear School Board,

I stepped aboard the sailing ship of Boreal Sun Charter School in the wake of Tal Harlan, founding head teacher, who adjusted her sails in the direction of returning to the Waldorf classroom and beginning a new voyage with first grade.

The story of this year follows, with a description of our activities this year, report on our enrollment and mobility data, follow-up to some of the challenges described in last year's review, summary of our Academic Policy Committee (APC) and staffing details, an address of our student achievement and school goals, and an outline of the changes we have planned for next year.

It has been an honor, delight and pleasure for me to be at Boreal Sun--a school where the children are happy--for its second successful year.

With Warm Regards,

Elizabeth Hilker
Head Teacher

**Our second year:
A Trip Around the
Sun**

Summer Professional Development--The learning never ended for Boreal Sun teachers last summer. After a successful and active first year, seven certified teachers enthusiastically set out across the country to Waldorf teacher training at Antioch University, Rudolf Steiner College in Sacramento, CA, and the Rudolf Steiner Centre in Toronto. Two teachers embarked on their third and final year of Waldorf teacher certification.

Two other Boreal Sun teachers are already certified Waldorf teachers. All three of the new teachers hired in May attended professional development at Sunbridge Institute, Rudolf Steiner College, and the Bay Area Center for Waldorf Teacher Training. Each program provided philosophy and pedagogy training, preparing each teacher with knowledge, materials, and practical information to teach the next grade level, as our teachers “loop” with their students first through fifth grade and sixth through eighth grade.



Kindergarten--The helm of our play-based kindergarten was taken over by Mrs. Ruth Segler this year. She enthusiastically prepared herself, the classroom, and the curriculum to excite wonder and fascination with school and learning. The children have journeyed with gnomes and trolls and in and out of days and weeks with cooking snack, reciting story plays and songs and movement, playing, making art, and adventuring outside every school day.



8th Grade--We added 8th Grade to our school this year. We hired a new teacher, Lucia Zaczkowski, and the class was comprised of seven girls. They have had a very special experience forging the way of Waldorf 8th grade,

a year that encompasses an independent project, a class trip, leadership in the school, and graduation.



Rose Ceremony--The first day of school began with the Waldorf tradition of the 8th graders welcoming the new 1st graders into the “grades” part of the school by honoring them with the gift of a rose. The first graders attended Boreal Sun as kindergarteners last year, but they did not participate in many of the all-school events. As a first grader, they are fully engaged with all of the other grades. At this ceremony, all children heard the story of “The Falling Star” who found his family. Second through Seventh grades made up with audience along with many parents. The Great Hall was packed with families.



Denali Class Trip--Our fifth grade spent three days in Denali National Park in September. They participated in the Denali Science School Systems and Stewardship program.

All School Meeting--It is common practice in Waldorf schools to have an annual All School Meeting. This is a community meeting with

parents and caregivers as the targeted audience. The All School Meeting is an opportunity to meet board members, provide feedback and learn how to get more involved with events and the three parent/caregivers groups and boards.

Fall Festival of Courage/Harvest Festival--Our annual Fall festival was called "Fall Festival of Courage" this year. The key element of the Festival is that it celebrates inner strength and courage. Dragons are a central theme because St. Michael, who represents courage, is traditionally pictured subduing a dragon. Through stories, songs, and poems children are encouraged to face their own internal "dragons". Older children can see behind this metaphor to recognize the truth of the battle each one of us wages against the shadows (dragons) in our lives. This festival comes as the first feelings of dread for winter may start to creep into our hearts (even though we can also feel enthusiasm and excitement for the coming winter activities and snow). We began with an all school assembly that included performances from each class. After the assembly, we enjoyed a harvest soup prepared through the efforts of each class.

Lantern Walk--Traditional Waldorf schools celebrate Martinmas. In this, we prepare for the cold of winter by reflecting on the warmth of light and sharing our light with the world. The lanterns represent small light which we can shine into the dark world. The story of Martin is one of sharing your possessions with others who have a greater need. In this way, we celebrate the sharing of warmth and light. Music is at the heart of this festival. All Boreal Sun children learned beautiful lantern songs, like "Glimmer Lantern Glimmer" and our handwork teacher's own "Warm Glows My Lantern." With each child Kindergarten through fourth grade making a lantern, they lit the light inside and walked quietly in single file (with an accompanied parent if present) in the dawnlight of morning through the woods trail near our school and to the park across the street. There, they gathered in a large circle and sang the lantern songs together.



Spiral Walk--December brought the spiral walk, a school-wide event in which each class participates individually, at a set time. All classes were scheduled in the day, and parents were invited to come and watch their child with their class.

The Advent spiral walk in a Public Waldorf School is a celebration of inner light and strength through the darkest time of the year. Children are led into a room filled with darkness. In the room is a large spiral made from tree boughs. In the middle of the spiral is a light. Children hold their silence. One-by-one, they walk into the center of the spiral to soft music. It is there that they pause before walking out of the spiral. At a moment of their choosing, they place their light along the spiral path. After every child has walked the spiral, the darkness of the room is replaced by a warm glow from all of the children's lights.



The light in the center is a representation of the strength that exists inside each one of us, and spiraling into the circle is a metaphor for going inside ourselves to find our true self from which we draw strength to overcome our challenges. At the end, when the room is aglow with all the children's light, it is a

reminder of the collective power that humans possess to bring goodness and beauty to the world.

In Waldorf education, we work to give children images that stand for metaphors of the human experience. Though the spiral walk metaphor is never explicitly told to the children, it is our hope that they are able to carry the image of strength, inwardness, and connection with others in creation of something larger than themselves, with them for many years to come. We hope that it serves them, in some way, when they navigate the lightness and darkness of their own beautiful lives. This is a celebration of quiet confidence, of carrying light in darkness, of sharing that light with others.

Winter Faire--Our Parent Leadership Group transformed our school into a magical winter wonderland for the Winter Faire on Saturday, Feb. 2. Our whole school community was amazed by the puppet show (performed by 7th grade), the tea room (service by third graders), a few activities (i.e. "Crystal Cave," candlemaking and other crafts), and live entertainment. We had a vendor hall and a Waldorf room, where families could participate in Waldorf activities and learn more about Waldorf philosophy and pedagogy. Winter Faires are traditional Waldorf events. They can be fundraisers for the school. We did charge a fee for activities and for vendors. Our focus this year was to plan a stunning, memorable experience for our families, and it was very successful. All comments were positive. We will definitely make this an annual event at our school.



Chinese New Year--We celebrated Chinese New Year with an assembly in which each class shared a story, song, poem, and the like in honor of Chinese New Year. One of our teachers described the significance of Chinese New Year and his experience celebrating Chinese New Year as a child. Following the assembly, there was a shadow puppet show in one classroom in which all classes were invited one at a time, and each class had a Chinese feast. Parents were invited to the assembly and festivities. It was well attended.

Still to Come

May Faire--On May 2, we will celebrate May Faire. Traditionally, May Day was a time for rejoicing and looking forward to the happy summer days to come. Children will weave flowers and ribbon into crowns and the May Pole will be hoisted into the air amid shouts of triumph. Weaving the ribbons together reweaves the bonds of the community and renews their ties, one to the other after a cold, dark winter. Parents will be invited to attend this community event.

Class Plays--Each class will perform a class play for a school audience and a parent audience. All grades are preparing at this time for these performances, which will be held in late April and early May.

8th Grade Class Trip--The 8th Grade will be going to San Francisco April 21-25. Beyond a good amount of sightseeing, they will visit the Museum of Modern Art, California Academy of Sciences, Japanese Tea Garden, Muir Woods, go on a bay cruise, and visit the Exploratorium.

Pentathlon--In May, the fifth grade class will travel to Anchorage to participate in the Pentathlon with the other Alaska Waldorf schools.

Summer Professional Development--The teachers are attending training in next year's pedagogy this summer. Some are traveling out of state to attend courses at Waldorf Teacher Training centers. Other teachers will complete online training. Five teachers are traveling to Dornach, Switzerland to the Goetheanum to attend the 100-year centenary conference of the first teacher's course by Rudolf Steiner given in 1919 immediately preceding the opening of the first Waldorf School in Stuttgart, Germany.

Our Community



Community Service--Two of our classes regularly served at sites in Fairbanks. Our second grade class visited the Pioneer's Home monthly. There, they brought hand-crafted gifts to the residents to brighten their days, and they performed songs, dances, and flute pieces. Our fourth grade class helped at the Food Bank once a month. They packed food boxes to be shipped to Native villages in the Interior.

School Community—Our festival celebrations have had a lot of parental support and attendance, and weekly assemblies are attended by parents as well. Most classes have held three all-class meetings for their parents over the course of the year. These evenings allow for class community building and deeper understanding of curriculum philosophy. We've held three all school parent education evenings for community building and exploration of artistic components of Waldorf education. One was devoted to knitting, and another focused on making decorations for the Winter Faire. While working artistically, parents had the opportunity to visit with each other and ask questions. We have a guest speaker visiting from the Waldorf Teacher Training program at Antioch University and the Washington Waldorf School who will give a parent talk on Monday, April 8 describing the philosophy behind and use of stories and storytelling in the grades first through eighth.

Specialty Classes—We offer handwork lessons twice a week to all students. Each class also had German twice a week.

Parent Teacher Conference Days – At our parent teacher conferences this year, 96% of our parents attended scheduled appointments. We had 83% of our families present at our open house at the beginning of the year.

Volunteering— Our families are very active and involved in the school. They have helped with everything from reading in the classroom to taking projects home to work on. We are out and about often, and parents join us to assist with such outings as field



trips and nature walks. We are not finished with volunteering for the year, as there are still two out-of-town field trips (and many other local field trips) as well as more school events, but we have 1539 hours logged so far.

Sunshine Program—

The Sunshine program is an independently operated program that provides a before and after school program for our families. The care before school includes a breakfast and begins at 7 a.m. The after school program provides recreational care from dismissal time until 6 p.m. The Sunshine program exclusively serves Boreal Sun children.

Meeting our goals

Building—We replaced the hardware on our two sets of main doors, and they are working properly. A lot of work has been completed on our playground. We now have many moveable parts, of which our children use in very creative ways every day. We installed a climbing



structure--a dome. We have a sandbox, a ga-ga ball court, a stage, a new bench, and more shrubs planted. Family members were critical in the attainment of these additions, and the children helped in every way they could. They planted shrubs, filled the sandbox with sand, helped place the pieces of the bench around the light pole, and painted the ga-ga ball court.



Kindergarten—Our kindergarten was comprised of ten full-day and ten half-day placements this year. We will continue this model with families applying for full day placement if needed.

Structure

APC--Our Academic Policy Committee (APC) bylaws are currently being reviewed. The most current revisions are included in this report as well as minutes from a meeting. Members of the APC are listed.

PLG—Our Parent Leadership Group meets monthly, and has created Governance Guidelines for their work together. Fundraising events and community gatherings that they fund are done in collaboration with and under the oversight of our non-profit group, The Friends of Boreal Sun.

FOB—The Friends of Boreal Sun is our non-profit board. Their mission is to promote Waldorf principles to the communities within interior Alaska. The FOB support the students, staff and stakeholders of the charter school through fundraising, program assistance and community awareness campaigns. Notes from a meeting are included in this report.

Student Enrollment and Mobility

Demographics 2018-2019			
Caucasian only	78.3%	Caucasian*	89.7%
African-American only	1.4%	African-American*	10.3%
Hispanic only	6.3%	Hispanic*	62%
Asian/Pacific Islander only	1.6%	Asian*	6.9%
American Indian/AK Native only	3.7%	American Indian/Alaska Native*	24%
Two or More Races (non-Hispanic)	8.8%	Multi-ethnic**	9.4%
<i>Ethnicity reporting data based on October 20, 2018</i>			
Boys	47.2%	*Includes students who identified an additional race or ethnicity. **Includes student who also identified as Hispanic. We have 30 military connected families. (15.7%)	
Girls	52.8%		
Enrolled in Special Education	12.8%		
Total Students	191		

Transiency

Nine students transferred from Boreal Sun Charter to other FNSBSD schools. Two students moved out of state, and four students transferred to a non-district program (IDEA). We are projecting that over 97% of our current students will return for the 2019-2020 school year. There are 144 applicants in our lottery for the 2019-2020 school year, including 18 siblings of currently enrolled children.

Student Achievement

Boreal Sun students met PEAKS proficiency at 70% for English/Language Arts in 2018. Forty-three percent (43%) were PEAKS proficient in Science. In Math, 62% were PEAKS proficient in 2018. The children are taking the paper/pencil PEAKS tests again this year. Children in grades 3-8 participated in MAP Assessments this year for the first time. They participated in the Fall, Winter, and Spring. MAP scores were used to inform teachers of student performance. This was the only time children (3rd-7th) used technology all year, and during their two years at Boreal Sun. Below shows achievement in meeting projected growth:

MAP Achievement	Math	Reading
3rd Grade	36%	67%
4th Grade	55%	50%

5th Grade	56%	35%
6th Grade	43%	55%
7th Grade	75%	60%
8th Grade	100%	17%

Staff

Jacqueline Barnes	Administrative Secretary
Ruth Segler	Teacher – Kindergarten
Tal Harlan	Teacher -- 1st Grade
Stephanie Graf	Teacher -- 2nd Grade
Deb Bennett	Teacher – 3rd Grade
Susan Kerndt	Teacher – 4th Grade
Kalysta McClaughry	Teacher – 5th Grade
Bennett Wong	Teacher -- 6th Grade
James McDonald	Teacher -- 7th Grade
Lucia Zaczkowski	Teacher -- 8th Grade
Kaitlyn Osborn	Teacher – Special Education
Claudia Markham	Teacher – German
Amanda Edwards	Teacher – Handwork
Elizabeth Hilker	Head Teacher
William O’Malley	Tutor
Barbara Halloway	Tutor
Tamera Doran	Kindergarten Aide
Daniel Hernandez	Custodian

On the Horizon

We look forward to another successful year in 2019-2020. Our community is more rooted with each season. Our 8th grade will be at full enrollment, and all of our teaching staff is expected to return. We hope to change one of our tutor positions from .7 to a 1.0 FTE. We will build and plant boxes for our school garden this month. We have no major changes anticipated, as we continue to smoothly sail on.



**BYLAWS
OF
Boreal Sun Charter School**

**Adopted by Boreal Sun Charter School Academic Policy Committee
on**

April 2019

Fairbanks, AK

**Boreal Sun Charter School
Fairbanks North Star Borough
Alaska
www.k12northstar.org/borealsun**

ARTICLE I

Name, Office, Fiscal Year, Governance

SECTION 1. NAME

The name of this organization shall be Boreal Sun Charter School (“the School” or “BSCS”).

SECTION 2. PRINCIPAL OFFICE OF THE INITIATIVE

The principal office for the transaction of the activities and affairs of the School is 2404 South Barnette Street, Fairbanks, State of Alaska.

SECTION 3. FISCAL YEAR

The fiscal year of the School shall coincide with that of the Fairbanks North Star Borough School District (July 1 through June 30).

SECTION 4. GOVERNANCE

The School shall be governed by the Academic Policy Committee (APC).

ARTICLE II

Academic Policy Committee

SECTION 1. GENERAL POWERS

Boreal Sun Charter School will have an Academic Policy Committee (APC), which is the primary governing body designated to oversee and supervise all aspects of the School. No members of the APC shall act on his or her own in the name of the APC unless so authorized by these Bylaws or by resolution of the APC. The APC shall have the maximum power permitted by law, shall establish policy for the school, shall fulfill the duties prescribed in A.S. 14.03.250- AS 14.17.450(d) and as set forth in these Bylaws, and may include, but is not limited to, the following functions:

- A. Ensure the fulfillment of the mission of Boreal Sun Charter School as stated in the Boreal Sun Charter School/Fairbanks North Star Borough School District (FNSBSD) contract.
- B. Oversee and have ultimate accountability and responsibility for academics, curriculum, operations & maintenance of the school. Oversight of personnel issues, finances and budgeting, and other administrative tasks as required by the School.
- C. Promote professional conduct in accordance with Fairbanks North Star Borough School District policies.
- D. Delegate to the Head Teacher those tasks deemed appropriate by the APC, and to collaborate with the Head Teacher regarding the hiring, evaluation, and/or termination or non-retention of teachers, staff, and other personnel to the extent permitted by law and FNSBSD negotiated contracts.
- E. Review and rule on any other questions, issues, or policies that may arise from time to time, to the extent permitted by law.

SECTION 2. MEMBERS

The Academic Policy Committee (APC) shall have no fewer than seven (7), and no more than eleven (11), members. The APC shall be comprised of at least two (2) and no more than three (3) teachers under contract to the School, at least three (3) parents with students in the school, the Head Teacher, and community members with knowledge and experience able to contribute to the working of the School.

SECTION 3. TERM

The term of all members of the APC shall be two (2) years from April to April. It is the goal of these Bylaws that the terms expire in alternate years so that not all parent or teacher positions expire in the same year. If at any time this balance is not maintained, the APC may extend (but not shorten) the term of any APC member(s) until this balance is achieved. A majority vote of the full APC shall be required to extend any term. The APC members as of the date of adoption of these Bylaws shall consist of the following members.

Elizabeth Hilker	Head Teacher	Permanent
Claudia Markham	Teacher	2018 - 2020
Susan Kerndt	Teacher	2019 - 2021
James McDonald	Teacher	2019 - 2021
Tanis Harvey	Community Member/ Parent	2018 - 2020
Karl Hough	Community Member	2019 - 2021
Kalysta McClaughry	Teacher	2019 - 2021
		2019 - 2021
Tamera Doran	Parent	2018 - 2020
		2018 - 2020
Tanya Olson	Parent	2018 - 2020

SECTION 4. TERM LIMITATIONS

There shall be no limitation on the number of terms that any APC member may serve. If a member wishes to serve an additional term, they must reapply to the APC for reconsideration.

SECTION 5. VACANCIES AND NEW MEMBERS

Any vacancy occurring on the APC shall be filled by a majority vote of the remaining members of the APC. Any unexpired term vacancy replacement member of the APC shall be elected for the unexpired term of his/her predecessor in office. Prior to filling any vacancy, the APC shall give notice and solicit nominations for candidates to fill the vacancy from the people and entities eligible. Vacancies within 12-weeks of soliciting applications may not require reposting.

SECTION 6. COMPENSATION

Members of the APC shall not receive any salary or other compensation for their services.

SECTION 7. RESIGNATION

Any APC member may resign at any time by giving written notice to the Chair or Secretary of the APC. Such resignation shall take effect at the time specified therein and, unless otherwise stated, the acceptance of such resignation shall not be necessary to make it effective.

SECTION 8. EXPECTATIONS AND REMOVAL

APC members are expected to attend, at a minimum, all regular monthly APC meetings. Although absences at times cannot be avoided, the APC may remove any APC member who fails to attend three regularly scheduled meetings during a term year. Additionally, the APC may remove a member with or without cause when it determines that the best interests of the APC and the school would be served by removal of that member. Removal shall require a super majority vote (2/3) of the APC. The member in question retains voting rights.

SECTION 9. CONFLICT OF INTEREST

Each member of the APC shall act in the interest of the common good and for the benefit of the School. It is the intent of these Bylaws to maintain confidence in the APC and to prevent the use of this membership for private gain or any other improper purpose.

ARTICLE IV

Officers of the Academic Policy Committee

SECTION 1. OFFICERS

The officers of the APC shall be Chair, Vice Chair, Secretary, and Treasurer, each of who must be a current member of the APC. The APC may elect or appoint other officers, including one or more assistant secretaries, as it shall deem desirable. Such officers may have the authority and perform the duties prescribed, from time to time, by the APC.

Tanya Olson	Chair	2019 - 2020
	Vice Chair	2019 - 2020
	Secretary	2019 - 2020
Tamera Doran	Treasurer	2018 - 2019
	Asst. Secretary/Historian	2019 - 2020

SECTION 2. ELECTION AND TERM OF OFFICE

The term of all officers of the APC shall be for one (1) year. The officers of the APC shall be elected annually by a majority of the APC members at the annual meeting of the APC in April.

SECTION 3. REMOVAL

APC may remove an officer with or without cause when it determines that the best

interests of the APC and the school would be served by removal of that officer. Removal of an officer from office shall not constitute removal from the APC, as that action requires a separate vote.

SECTION 4. VACANCIES

A vacancy in any office may be filled by a majority vote of the full APC for the unexpired portion of the term.

SECTION 5. CHAIR

The Chair shall be a member of the APC, and shall be the presiding officer at all meetings of the APC and set the agenda. The Chair shall have such authority and perform such duties as shall be directed by the APC from time to time. Additionally, the Chair will organize and facilitate the All School Meeting every fall.

SECTION 6. VICE CHAIR

The Vice Chair shall be a member of the APC. In the absence of the Chair, the Vice Chair shall perform the duties of the Chair, and when so acting, shall have all the powers of the Chair. The Vice Chair shall also perform such other duties as from time to time may be assigned to him/her by the APC.

SECTION 7. SECRETARY

The Secretary shall:

- Keep the minutes of the meetings of the APC in computer files and a book provided for that purpose.
- See that all notices and agendas are duly given and posted in accordance with the provisions of these Bylaws or as required by law.
- Keep an updated list of the mailing addresses, e-mail addresses, and telephone numbers of each member of the APC.
- Perform such other duties as from time to time may be assigned to him/her by the APC.

SECTION 8. TREASURER

Each spring and fall, the Treasurer will work collaboratively with the Head Teacher to present to the APC the annual budget and shall ensure that it justly supports the mission and goals of the charter. The Treasurer and Head Teacher will meet monthly and present an update of the budget at each APC meeting and in all ways shall be accountable to the APC.

ARTICLE V

Meetings of the Academic Policy Committee

SECTION 1. ANNUAL AND REGULAR MEETINGS

The APC hereby formally adopts the Open Meetings Act, A.S. 44.62.310 et seq. (“the Act”). All meetings shall be conducted and all notices posted in accordance with the Act. The APC shall hold regular meetings at least four (4) times a year, but typically

monthly on the first Wednesday of every month. Additionally, the APC will hold a separate annual meeting in April, during which review of Bylaws and election of APC officers will occur.

SECTION 2. SPECIAL MEETINGS

Special meetings of the APC may be called by the Chair, Vice Chair, or any three members of the APC.

SECTION 3. PLACE OF MEETINGS

The APC may designate any place within the Fairbanks North Star Borough as the place of meeting for any regular meeting or special meeting. If no designation is made, the place of meeting shall be at the School.

SECTION 4. NOTICE OF MEETINGS

Notice of annual, regular, or special meetings stating the place, day, and hour of any meeting shall be delivered, either personally, by phone, text, or by email, to each member of the APC not less than one (1) day before the date set for such meeting. In addition, at least twenty-four (24) hours prior to each meeting, notice of and the agenda for each meeting shall be posted at the school. New issues not posted on the agenda may nonetheless be raised, discussed, and voted upon at any meeting.

SECTION 5. INFORMAL ACTION BY MEMBERS

Any action that otherwise may be taken at any meeting of the APC may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed and unanimously agreed upon in writing or e-mail by 100% of the members of the APC entitled to vote with respect to the subject matter thereof. A record of these actions shall be kept either digitally or in the book.

SECTION 6. QUORUM

A quorum shall be a majority of the current number of APC members. Telephonic or video participation may be permitted at both regular and special meetings at the discretion of the APC and must be set up ahead of time.

SECTION 7. MANNER OF ACTING

The act of a majority of the members of the APC, at a meeting at which a quorum is present either in person or telephonically, shall be the act of the APC, unless the act of a greater number is required by law or by these Bylaws.

SECTION 8. NO PROXIES

Members of the APC may not vote by proxy.

ARTICLE VI

Checks, deposits, funds, accounting, contracts

SECTION 1. BANK ACCOUNTS, CHECKS, WITHDRAWALS, ETC.

The School shall use district accounting services, policy, and practices for all money transactions. The non-profit entity, Friends of Boreal Sun Charter School (FOB), has their own policies and practices that will not intermingle with the School's Federal, State and local funding. No depository account in the name of Boreal Sun Charter School may be established without the approval of the APC. Purchases of \$10,000 or more will be presented to the APC for discussion.

SECTION 2. ACCOUNTING

The Head Teacher and the Treasurer shall meet monthly to compile and summarize the district report of all income and expenses since the prior APC regular monthly meeting. The APC may at any time request a full or partial budget report of School monies from the district.

SECTION 3. CONTRACTS

Contracts shall be run through the Head Teacher and Fairbanks North Star Borough School District. The APC shall be made aware of contracts in excess of \$10,000 that are in negotiation.

ARTICLE VII

Amendments to Bylaws

SECTION 1. AMENDMENTS

Outside of the Annual meeting, these Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a majority vote of the APC who are present at any regular meeting or special meeting, provided that the proposed change in the Bylaws has been submitted in writing to all of the members of the APC, and posted publicly in the school office, at least two (2) days prior to the meeting at which the proposed change will come up for a vote. Proposed changes to the Bylaws may be submitted by any member of the APC.

ARTICLE VIII

Indemnification

SECTION 1. INDEMNIFICATION

The School may, to the maximum extent permitted by law and in the absence of School or District insurance, defend, hold harmless and indemnify all current and former members of the APC, all persons who at the request of the APC have acted or not acted, and all persons currently or previously employed by the School, from and against any claims, civil or criminal, in which that person is made a party by reason, in whole or in part, of being or having been an APC member or officer, at the request of the APC have acted or not acted, or being or having been an employee of the School, when that person has acted within the course or scope of his or her duties to the School. Indemnification shall be provided by a majority vote of the APC, on a case-by-case basis.

Date Adopted: _____

Secretary

Chair

Boreal Sun Charter School APC Minutes

Date: Wednesday, January 9, 2019

Time: 5:00-7:30 P.M.

Place: Boreal Sun Charter School

In Attendance: Karl Hough, Ginny Kinne, Tamera Doran, Elizabeth Hilker, Kat Trahanovsky, Tanya Olson, Claudia Markham

Absent: Tal Harlan, Susan Kerndt, Aimee Burgess

Guests: N/A

Come to Order: 5:12pm

I. Opening

A. Mission Statement - group read the entire mission statement.

B. Song:

a. A New Year Song:

Ring it in, ring in the new year **(x2)**

Bells are ringing, bells are ringing **(x2)**

Peace and love throughout the new year **(x2)**

JOY JOY JOY **(x2)**

II. Approval of the Minutes from 12/5/18 APC Meeting

A. Review points needing clarification

B. Kat moves to approve - Tamera seconds. ALL approved. None opposed.

III. Approval of the Agenda -

A. Kat moves to approve - Claudia seconds. ALL approved. None opposed.

IV. Community Comments -

A. No community members are in attendance.

V. Reports

A. Administrative Report (Elizabeth) - sent to the group.

a. Class studies - Tal and Lucia were the first two teachers to do a class study. They were both different, but same end results. Thoughtful information gathered about the class stats as a whole. Temperaments, anything related to traits or class dynamic. Gave feedback the next week of what

they have observed. Helps them to continue to work on areas that need attention. Helping with feedback and supporting them. Professional development goals for the school. 1-2 teachers will share each month.

- b. Information Meetings & Lottery are coming up. Flyers will be sent from Elizabeth to the group to hang up around town and forward around.
 - i. APC members should attend all meetings to show support and help. Tamera - March 2nd, Kat - January 22, Claudia - March 20
- c. Recommitment forms need to be turned in Tuesday, January 22nd. Then we can have a count of returning students.
- d. Kindergarten Aide - open now for external and internal candidates. Downgraded, so it might be easier to recruit. There is a sub right now (Renee), she is going to be the long-term sub for Ruth when she has shoulder surgery. Hopefully a new aide will be hired soon.
- e. February 1st is the last professional development day. Half-day movement analysis. Similar to Eurythmy but not the same. Second half-day will be discussing second semester, and the calendar for next academic year.
- f. Big cleaning projects got done over the break.
- g. Grade reports were handed to parents rather than sent home with students. They will be mailed next week for those who didn't come in the grab it.
- h. Planetarium coming. Date TBA.
- i. Christmas cards were made by students and sent them to Departments in the Administrative offices, and schools in the district and the school board.
- j. Kitchen Wish List - upgrade the kitchen possibilities. Conventional oven and conventional range. Super easy to vent to an outside wall.
- k. Alliance for Public Waldorf Education Conference - Liz and Kaitlyn are going Feb. 15-17. Parent-Teacher conferences are Feb. 18 & 19. APC members may want to attend, but it needs to be figured out how it's going to be

paid for.

- l. Air Quality Flags are going to start being used to indicate air quality. A student will be keeping a log and graphing air quality and possibly other weather data by date.

B. Treasurer Report (Tamera) - was sent to the group.

- a. April 5th last day to use P-card.
- b. 210 students are projected for next year which is what the budget allocation is based on.
- c. Caught a mistake in the accounting where BSCS was charged for Denali Elementary's Electricity. It was a huge relief.
- d. Families need to pay their second semester supply fees. Reminders will be sent out by Jackie. A handful of families still haven't paid their 1st semester supplies fee. There is no formal policy re: what is the consequence to families that don't pay the fee. So far it has not been enough a problem to warrant a formal policy.

C. Faculty Report (Claudia)

- a. Report cards are a work in progress. Faculty had a meeting to discuss report cards. Lower grade teachers, and upper grade teachers all talked about streamlining the report card process. Decisions have to be made as to how the framework with work narrative vs. grade and quarters. Report cards are a MAJOR time commitment but it's a very important task that faculty are fully committed to make it clear and concise for the parents to make sure the grading is consistent across grades, teachers, and subjects. Report cards and processes are evolving.

D. Friends of Boreal Sun Report (FOB, Elizabeth)

- a. No report because the FOB has not met in January.
- b. \$500 was made from the book fair at Barnes and Noble. This was less than last year and disappointing for the amount of volunteer hours put in. Revisit for next year.

E. Parent Leadership Group Report (PLG, Tanis)

- a. Book fair was A LOT of parent involvement for not a lot of turn out or kick-back.

- b. Parent night coming up - Monday, 5:30 to 7:30 decorations for the Winterfair Fundraiser. Family donations needed for food; plates will be available for purchase.
 - i. Kinder - decoration, ticket sales, greeters
 - ii. 1st graders - crystal cave
 - iii. 2nd & 3rd grade - yarn bird craft
 - iv. 4th grade - tea room & venders in the great hall. 10% of their profits will go to BSCS.
 - v. 5th & 6th graders - candle making / bird feeders
 - vi. 7th graders - puppet show
 - vii. 8th graders - unknown
- c. Parent leads are communicating with classroom parents re: volunteer needs. The intent is for Winter Faire to be parent-led to minimize time required from teachers.
- d. Next PLG meeting is cancelled.

VI. Business

- A. Waldorf Philosophy Self-Education for APC Members & Parents
 - subcommittee (Kat, Elizabeth, Aimee) report
 - 1. Will meet at a later date unspecified now.

VII. Action items

- A. Flyer for Informational Meetings and Lottery for Distribution
 - a. Elizabeth and Jackie are going to create something and distribute to the committee, facebook and flyer around town.
- B. Start to think about the open positions for the February meeting. Ask teachers if they wish to continue on the APC, and then create a Google Doc for the application process. Also, think of ways to advertise to the community for members who might be interested.
- C. Bring some munchies to celebrate January / February birthdays.

VIII. Non Agenda Items/Future Items/Reminders:

- A. Next meeting Date Reminder (02/06/19 @ BSCS)

B. Review of FUTURE Action Items

C. Review of date when we stop accepting students for the current school year

IX. Closing (with the Verse)

Boreal Sun Charter School APC Minutes

Date: Wednesday, February 6, 2019

Time: 5:00-7:30 P.M.

Place: Boreal Sun Charter School

Mission of Boreal Sun Charter School: To provide K-8 students with a cross-curricular, arts integrated program, inspired by the philosophy of Waldorf Education.

In Attendance: Susan Kerndt, Karl Hough, Tamera Doran, Kat Trahanovsky, Tanya Olson, Claudia Markham, Aimee Burgess, and Tanis Harvey.

Absent: Tal Harlan, Ginny Kinne

Susan Kerndt Note taker

I. Opening

- A.** Mission Statement
- B.** Song "Ring in the New Year"

II. Approval of the Minutes from 12/5/18 APC Meeting

Review points needing clarification

(Claudia commented that she took out the temperature for the flags because they indicate air quality and not temperature.)

- Claudia and Kat moved to approve- Claudia seconds.

III. Approval of the Agenda

- Amy moved to approve the agenda and Tamera seconds. All approved none opposed.

IV. Community Comments

No community members in attendance.

V. Reports

- A.** Administrative Report (Elizabeth)

Report was reviewed:

Science fair will be led by parents after school and will be held here.

Robyn Atkins and Jessica Lissow will coordinate this event.

Discussion held in why the science fair doesn't work so well using Waldorf methods.

Question arises on where the funds for the shed is coming from? No one in attendance knows exactly.

The 8th Grade class trip-Parents are being asked to provide air fare cost. They have earned \$3100. There is district money set aside for their trip but it has not been used yet (\$10,000).

B. Treasurer Report (Tamera)

Tamera had no report.

C. Faculty Report (Susan & Claudia)

There was a question on what is the deadline for a new student to come into our school when there is an opening that comes up? Is this something that all the faculty are on the same page on? Perhaps this needs to be brought up at a faculty meeting to find consensus.

If it becomes policy through the APC the APC would like to get feedback from faculty.

Otherwise most everything else involving faculty we already covered in the admin report.

D. Friends of Boreal Sun Report (FOB, Elizabeth)

Sunshine Program survey-How is it meeting our student body?

Can we come up with a plan for the fall to help assist all of our families by making it affordable. Can we try to get a clear vision for this by getting input from many groups concerned.

E. Parent Leadership Group Report (PLG, Tanis)

All news revolved around Winter Faire.

So much was involved in setting up and hopefully next year there will be more families willing to help out. Now that all are familiar with what a Winter Faire looks like it may be easier to find more help next year.

The PLG is hoping to meet and make a "book" on the ins and outs of the Winter Faire to refer to for next year.

Next up for the PLG is organizing a parent education night.

VI. Business

A. Waldorf Philosophy Self-Education for APC Members & Parents - subcommittee (Kat, Elizabeth, Aimee) report

This group did meet.

In summary: They talked about ideas on how to get more interest and involvement in what the students are learning in the classroom. The main parent nights should be the place where some of this information should be implanted. How can we get more interest in these meetings? How can we add to these meetings instead of making a different channel for interested individuals to attend.

Other thoughts:

- perhaps there can be grade level study groups that form on their own, parent led.
- Perhaps videos and articles can be attached to the Newsletter.
- Send articles you think would work for this to Elizabeth.

B. Recruit and advertise for open positions. Change application process to a google form that can be shared via link on FB and email and newsletter.

C. Check bylaws and discuss Tamera's inclusion in the APC moving forward now that she is a member of staff.

Tamera may not be considered a full time teacher so maybe this does not apply to her.

D. Attendance:

We have one student that has now had 25 absences and 21 tardes.

(Four tardies add up to one 1/2 day absent)

They have been sent a letter and they have had a conversation as well with Elizabeth. At 20 absences they are asked to meet with the head teacher. At 26 absences they will be withdrawn and must petition to be re-enrolled. They must meet with the APC. If this family meets the 26 day limit they have to come to the next APC meeting to petition.

VII. Action Items

A. Flyer for Informational Meetings and Lottery - Distribution

This flyer will be available for pick up in the office soon.

VIII. Non Agenda Items/Future Items/Reminders:

- A. Next meeting Date Reminder (03/06/19 @ BSCS)
- B. Review of FUTURE Action Items

IX. Closing (with the Verse)

Action Items:

Kat: Change application process to a google form that can be shared via link on FB and email and newsletter.

Send articles on Waldorf Education or Waldorf Philosophy to Elizabeth

Talk about openings on the APC board at the March meeting finding out how many positions will be opened up and hopefully by the April meeting we will be able to decide on new members.

A special session is called for an attendance arbitration on Wednesday the 20th of February. This meeting is not open to the public.

Pick up flyers for parent informational meeting in the office and post around the town.

Minutes from Date: March 19, 2019

Friends of Boreal Sun BOD Meeting

Attendance: Elizabeth Hilker, Karl Hough, Heather Conklin, Deb Bennett, Nadia Riley
Guests: Mike LaDouceur, Signe Brunner

Mission of Friends of Boreal Sun: Friends of Boreal Sun promote Waldorf principles to the communities within interior Alaska. We support the students, staff and stakeholders of the charter school through fundraising, program assistance and community awareness campaigns.

Call to Order –5:15 pm

- I. Approval of Agenda and Meeting Minutes** – Heather moved to approve and Nadia seconded
- II. Community and Leadership:** Raw Joy has requested to start a summer program here at Boreal Sun. It has been suggested that classrooms would be off limits and they would use playground, gym and kitchen. They would take care of the garden. Elizabeth has talked to the owner, (G2) and he have said it is up to Boreal Sun. FOB would have to do some kind of a sublease and get advice from a lawyer. Insurance would have to be discussed. FOB has given approval for Elizabeth to continue looking into this partnership
- III. School Infrastructure** – Elizabeth reported that the stove/oven is installed in the kitchen. Signe suggested that to obtain funding for our kitchen that we ask Sons of Norway to help and then in return, for example, put on a Swedish pancake breakfast for the community. This idea will be discussed again in our upcoming Strategic Planning Session.
- IV. Professional Development** – Strategic Planning Meeting on 28 April from 1-5pm. Meeting will be held at RCPC. It has been suggested that staff talk about it and bring back ideas, as well as, teachers bringing back ideas from older students.
- VI. Finance Report -**
 - MAC Balance: \$ 26,640.75 as of 3-18-19. Nadia now has administrator status on the Quick Books. Heather will be helping Nadia transition as

administrator.

- Thank you, letters/tax numbers, – There is a presentation and slide show ready to be presented to Lions Club. Ideas have been suggested for Mountain View Medical for their generous donation. It has been suggested that FOB be recognized for their donations.
- Deb will talk with a local artisan about ideas for some way to recognize our donators.

VII. Organizational Management

Fundraising Goals/Budgeting Group Report – A discussion about compensation for some of the older classes that offered services at the Winter Faire was had. Some classes had tables of their own and made money for their classroom. This year was the inaugural year and the purpose was not initially to make money. It was very successful and now we can move forward to discuss how we will handle and change things for next year.

Fred Meyer Rewards – We are receiving compensation from them monthly. Elizabeth suggested that we use some of the money to purchase a dishwasher for the kitchen. FOB will keep families aware of what purchases the rewards program has allowed us and this will encourage more families to join. The purchases should be something small that we can purchase with one of two months of funds. Nadia will speak with the manager of Fred Meyer to inquire if they will match funds so we can increase our purchase power.

Business Partnerships will be tabled until next month.

G. **FOB Website** will be tabled until next month

H. **Closed Session** - This time of transition would be a good time to update the bylaws and organizational rules of the FOB, with mission statement and operation of school, job descriptions of the officers

Outcomes: Two new board members were voted on to the board.

Meeting adjourned at 6:47 pm Next meeting April 23, 2019 @5

MISSION STATEMENT

The Parent Leadership Group is dedicated to the healthy growth of Boreal Sun Charter School, and joyfully strives to unite by building strong working relationships among parents, staff, and students. Our **mission** is to promote the vision and goals of the school through community building, supporting parent education, fundraising, and event planning, thus enriching the lives of our students.

ORGANIZATION

All Boreal Sun Charter School parents/guardians and adult family members belong to the Parent Leadership Group by virtue of having a child attending Boreal Sun.

The Parent Leadership Group (PLG) operates under the direction of the Head Teacher and the school's governing body, the Academic Policy Committee (APC) and works in conjunction with the non-profit group Friends of Boreal Sun (FOB.) It has a core leadership team comprised of a Guide, Heads, Hands and Hearts Coordinators, various Representatives and a Volunteer Coordinator.

Participation in PLG events and activities is strictly voluntary however it is strongly recommended. Studies indicate that children who are successful in school have caregivers who are actively involved in their child's educational experience. We need and encourage your participation to make our school a healthy, viable, friendly and outreaching community. The PLG core membership will send out monthly newsletters outlining the events and activities the PLG will be involved in throughout the year. Please choose volunteer activities or events that are of interest to you. All participation counts towards your yearly pledge of 20-45 volunteer hours to the school.

Core Leadership Team

- Guide
- Heads Coordinator
- Hands Coordinator
Coordinators.
- Hearts Coordinator

Event and Activity Organizers

PLG member(s), as appointed by Heads, Hands and Hearts

Event and Activity Teams

PLG members(s), as appointed by Heads, Hands and Hearts

Coordinators.

- Parent Representative(s)
- Staff Representative
- APC Representative
- FOB Representative
- Waldorf Representative
- Volunteer Coordinator

CORE LEADERSHIP TEAM FOR SCHOOL YEARS 2017-2019

Guide:	Heather Conklin
Heads Coordinator:	Shannon Lam
Hearts Coordinator:	Karin Robinette
Hands Coordinator:	Kathryn Davis (KK)
Parent Representative:	Signe Brunner
Parent Representative:	Johanna Ray
Parent Representative:	Alisa Butcher
Staff Representative:	Amanda Edwards
APC Representative:	Aimee Burgess
FOB Representative:	Heather Conklin
Waldorf Representative:	Kirstin Hunter
Volunteer Coordinator:	Kristen Brown

CORE LEADERSHIP SERVICE TERMS

All core leadership terms will be for 2 years. (Except for initial core leadership team.)

Staff, APC and FOB representatives will be appointed by their respective groups.

Waldorf representative will be appointed by the PLG core membership group.

Volunteer Coordinator is a Boreal Sun employee position.

We will hold elections for 1/2 of the remaining leadership team (Heads, Hearts and Hands Coordinators and Parent Representative) every year, starting in the Spring of 2019. New core leadership team candidates will be asked to attend a core leadership team meeting prior to submitting an application. Core leadership team applicants will be voted on by the entire PLG body and new core leadership will be announced at our last PLG adult education meeting of the 2019 school year.

PLG CORE LEADERSHIP TEAM MEETINGS

PLG core leadership team meetings occur monthly on the second Sunday from 4:30-6pm at Boreal Sun Charter School.

PLG WALDORF EDUCATION AND SCHOOL COMMUNITY-BUILDING MEETINGS

PLG adult education and community building meetings will occur once a quarter during the school year; starting in January 2018. These meetings will focus on building adult community within our school and aim to help educate parents and caregivers about Waldorf as well as bring art, verse and song into our adult lives.

PLG CALENDAR

A PLG yearly calendar will be provided to all members; posted on our Boreal Sun Charter School Families and Community Facebook Page and the Boreal Sun Charter School website at the beginning of each school year. (Except for the 2017-2018 school year.)

PLG CORE LEADERSHIP TASKS

PLG Guide

1. Serves as chairperson for the PLG core leadership team.
2. Organizes school-wide community-building activities.
3. Helps with outreach (fundraising and charity events.)
4. Works to support communication between the PLG, the Head Teacher, the APC and the FOB.
5. Works with the PLG core leadership team and APC to expand and revise the portion of the Parents' Handbook that relates to the PLG.

PLG Heads Coordinator

1. Supports recruitment endeavors.
2. Organizes the PLG core leadership team ballot and voting process annually.
3. Creates the yearly calendar.
4. Helps with outreach (fundraising and charity events.)
5. Works with the Volunteer Coordinator to organize parents who would like to help with Heads activities and events.
6. Reports monthly or as-needed to PLG core leadership team.

PLG Hearts Coordinator

1. Works to support unity and communication within the parent body and school community.
2. Supports new parent mentoring.
3. Helps with outreach (fundraising and charity events.)
4. Works with the Volunteer Coordinator to organize parents who would like to help with Hearts activities and events.
5. Reports monthly or as-needed to PLG core leadership team.

PLG Hands Coordinator

1. Ensures our school facilities are safe and beautiful.
2. Organizes building and grounds work parties.
3. Works closely with parents who are artistic and willing to provide artistic vision and handwork for the beautification of our school.
4. Helps with outreach (fundraising and charity events.)

5. Works with the Volunteer Coordinator to organize parents who would like to help with Hands activities and events.
6. Reports monthly or as-needed to PLG core leadership team.

Parent Representative

1. Acts as parent liaison within the core leadership team.
2. Helps with outreach (fundraising and charity events.)
3. Willingly helps Hearts, Hands and Heads Coordinators as the need arises.

Staff Representative

1. Acts as staff liaison within the core leadership team.
2. Helps with outreach (fundraising and charity events.)
3. Reports back to Staff as necessary.

APC Representative

1. Acts as APC liaison within the core leadership team.
2. Helps with outreach (fundraising and charity events.)
3. Reports back to APC as necessary.

FOB Representative

1. Acts as FOB liaison within the core leadership team.
2. Helps with outreach (fundraising and charity events.)
3. Reports back to FOB as necessary.

Waldorf Representative

1. Helps PLG hold Waldorf principles dear.
2. Provides Waldorf focused songs, verse and art ideas as necessary.
3. Helps with outreach (fundraising and charity events.)

Event and Activity Organizers and Team Members

Event and activity organizers and/or team members are PLG members who are interested in participating in, have freely volunteered their time for, and have been appointed by Heads, Hands or Hearts Coordinators to perform specific duties and tasks for a particular event or activity for our school.

- 1) Performs duties and tasks as needed, within a specified timeline.
- 2) Works closely with, and under the direction of, Heads, Hands or Hearts Coordinators and/or the Event and Activity Organizers to ensure the event or activity is a success.
- 3) Reports to Heads, Hands or Heart Coordinators and/or the Event and Activity Organizers.