

# **Fronteras Spanish Immersion Charter School**

2315 N. Seward Meridian Pkwy Wasilla, AK 99654  
(907) 376-2223

## **APC Governing Board Meeting Meeting Minutes for October 11, 2016**



### **I. Call to Order**

Meeting called to order at 6:08pm

### **II. Pledge of Allegiance *La Promesa de Lealtad a la Bandera***

Juro lealtad A la bandera de los Estados Unidos de America y a la república que representa una nación bajo Dios indivisible con libertad y justicia para todos.

### **III. Roll Call/Determine Quorum (5 required):**

Members present included Heather, Jody, Liliana, Misty, Solveig, Philippe, Jennifer, Beckie, Chris

### **IV. Approval of the agenda for today's meeting**

Solveig motions to approve agenda, Misty Adams seconds.

### **V. Review meeting protocol**

- **Persons to be Heard.** None today.

### **VI. Standing Agenda**

A. Approval of meeting minutes from September 13, 2016 motioned by Solveig, Misty seconds.

B. Chair Report

Scheduled to meet for board training Nov 9 from 4-8pm with representative Mike Walsh. Heather suggests we provide dinner for all. We will focus on roles and responsibilities for members. We also need to renew our membership with Foraker for another year which was approved at Sept board meeting. Chris will

send out records to all board members of previous session with Foraker from December 2013.

#### C. Principal Report

- a. See attached register report.
- b. School pictures went very smoothly and believe next year we could accomplish it in one day.
- c. Believe kids fundraiser in progress. Reminded members that profits will be used for portable stage. We are getting quotes for prices for stages. Beckie mentioned district may have a stage available to borrow through Colony High School.
- d. Will be adding outlet covers to gym and thermostat covers.

#### D. Treasurer Report

- a. Discussed opening a visa check card with our Mat Valley account. Misty and Heather are now named on account. Misty will check if 2 signatures are necessary for purchases regarding our bylaws. Motion to approve acquisition of check card by Misty, Taner 2nd motion, no objections.
- b. Spirit gear fundraiser will kick off after believe kids. Sport gear has been ordered and will be available to order through the end of the year.
- c. Discussed our Amazon Smiles account, Misty will investigate and see if we have an account and if so how we would collect funds available. Misty confirmed our previous treasurer, Raeanne Stephens, did not set up an account with them.

#### E. APC Board Calendar Timeline Review

##### a. School Transition

Portables will be ready Friday 10/14 and will be used for the following:

- 1) Health class
- 2) Student Services
- 3) Study Hall/testing
- 4) Storage

b. Fundraising

UAA art collaboration is in progress. Jennifer reported that Erik Hirschmann emailed their contact person and are looking at this collaboration to be positive, not rushing things.

c. Standing committees

Erik Hirschmann will continue to be on our Elections Committee; however, he will not continue with the Finance Committee.

## **VIII.Unfinished Business**

### **A. Policy manual updates/changes**

Heather and Jody met and reviewed policy manual. Heather asked for suggestions regarding making changes and updates, do we want this to be a group activity, will we need to vote on each change or issue?

Chris suggests making a “consent agenda” and having a collective vote for changes.

Policy manual is missing updates from 2012-2014, Jody will go back into previous records and pull pertinent information.

After discussion decided Heather and Jody will put forward a list of amendments within the next couple of weeks, send by email for board member review and discussion at next meeting.

### **B. Bylaw Review**

Reviewed charter p43. Board Composition

Discussion regarding CML positions and voting. Why have 10 positions for CML, idea is for outreach. How do we know when an APC member or community member are voting? Community members can only vote if they apply to the APC, for example a grandparent. Discussed Solveig adding a box to APC Board applications for CML positions. Decided that Gwen and Solveig will put together an application for just CML or Community Member at Large positions.

Referred to policy manual FP 2011-07-12 E “Change the existing policy from two non-teacher board members to two APC members”. Unclear how this relates to

board composition and will reference previous minutes to clarify. We had a Board development committee at one time, but do not currently not an active committee.

Discussion about the charter first line of 'p. 43, B1' the composition of the board and what constitutes a "teacher". Should the position be filled with a "certified" or "instructional" employee? The charter reads '2-4 staff members' and at least two shall be teachers. We are considering changing this line to "at least two shall be certified teachers".

Solveig interprets the charter that if you make every effort to get a teacher and can't, then you can get a staff member. If you can't get a staff member than you get a parent. Founders thought parent support was vital to forming school; however, parents can pose a conflict of interest. Decided that we would add this item to our agenda in our discussions and training with Foraker.

Taner points out the importance of promoting the APC Board to our school and teachers, and how this is important to our new staff members. Will resume discussion of changes to the charter until December and after meeting with Foraker.

## **IX. New Business**

### **A. School Budget Review - Finance Committee Chair**

See attached reports.

Solveig requested to move \$30,000 from the available budget in the "utilities, comm, ins, document services" . \$20,000 would be moved to teaching supply and \$10,000 would be moved to custodial. The custodial money would be used for a lawn mower. Chris has concerns about utilities and not having enough money to cover expenses that may accrue over the winter. Solveig assured group that the projections are high and still have a large buffer, there is plenty of money to cover expenses based on her budgeting. Motion made to move funds, Taner motions to approve and Jody seconds the motion.

\$5,000 of \$10,000 in custodial account is earmarked for groundskeeping equipment. Chris motions to approve and Solveig seconds the motion to

earmark \$5,000 for groundskeeping equipment.

**B. Fundraising Raffle - Solveig**

Solveig has been soliciting donations from AK airlines and AK railroad for middle school raffle. Can use gaming permit, but does need permission for the 501C3C. The raffle will run through the 501C3 and Hockey Association, cost of raffle would come out of profit from tickets. Chris motions middle school runs raffle, Beckie seconds the motion.

**C. Faculty minigrant Revision**

See attached application Heather submitted. Board asked how many times can you request funds? Unlimited. Would like to add to form principal signature.

Beckie motions to accept minigrant application, Jennifer seconds the motion with amendment, Solveig seconds motion.

**X. Executive Session**

*No session this meeting.*

**XI. Future Items/Future Business**

Foraker training November 9, 2016 for all board members.

Regularly Scheduled Board Meeting November 8, 2016

**XII. Final Actions and Adjournment**

Chris motions to adjourn meeting at 8:05pm, Solveig seconds.

**APC Governing Board Members**

Heather Charton, Chair  
Philippe Onfray, Vice Chair  
Misty Adams, Treasurer  
Jody Soeder, Secretary

Solveig Eidsness  
Sandra Page-Carranza  
Lilliana Taner  
Chris Whittington-Evans

Jennifer Hutchins (ex-officio), Principal  
Beckie Murphy-CML