

Fronteras Spanish Immersion Charter School

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

APC Governing Board Meeting Meeting Minutes for September 13, 2016



I. Call to Order

Meeting called to order at 6:05pm

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):

All members present.

IV. Approval of the agenda for today's meeting

Sandra Page 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 August 9, 2016 motioned by Misty Adams, Sandra Page seconds.

B. Principal Report

- a. *Report attached. Additional notes regarding school pictures will be done by Jen Avery, Solveig and Misty will approve flyer. Filling in for Señora Hartman is Myra Cabret's husband, J. Hutchins is very excited to have him on staff. Misty asked if we could like to update our Facebook page and

add more feeds. Regarding the immersion conference we are waiting for approval of professional days, teachers are registered. Becky was able to get credit for teachers and it will be covered under travel in budget.

C. Treasurer Report

- a. See attached register report. Misty states we are in good standing with the State of AK and our accounts have been transferred into Heather's name. New Spirit Gear fundraiser could be opportunity to generate income for APC, Misty will send board members documents to review.

D. Facilities Committee Report

- a. Committee met and discussed facility use form, reviewed how lease affects repairs and maintenance of our new building. We may follow the same rules the district uses for some items or we can decide for ourselves. J. Hutchins and C. Whittington-Evans met 9/12/16, they are getting more information and will bring recommendations to board in October. Possible grant and community help for mower and lawn equipment, using volunteers or maybe hiring people. School Dude is used by district, Solveig is familiar with program, but states no one is really using. Jennifer will clarify if available to charter schools. The plan is to use operation manuals and make a schedule allowing us to keep up with maintenance and deadlines.

E. Matsu Charter Coalition Report

- a. Meeting held at Fronteras on 9/20/16. Attended by 7 representatives from local charter schools in the valley. Reviewed a simple survey questionnaire to give to candidates for support and funding. Discussed action plan for next year including developing a power point education device about "what are charter schools". Jennifer would love to see it run in the educational system so that district staff can be more educated about charters. Chris would like to focus his goals on the state wide level

including charter school law and facilities.

F. APC Board Calendar-timeline review *See attached timeline updated

VIII.Unfinished Business

A. Bylaw Review Election

Article V on p45 of charter is titled “Election of Members to the Governing Board”, Section 1. Election Committee. There is a concern about the election committee regarding member recruitment and filling the 3 seats required. The charter states the committee is filled by a parent of APC, a Fronteras teacher who may or not be a board member, and a non-board parent. We discussed changing the teacher position to one that could be filled by any staff member of Fronteras. As there may be other changes we discuss, we decided as a group we will add this to our list to notify APC.

Our election procedure has come into question when we have the exact number of candidates for the positions posted, do we need to go through passing out ballots and having the election. Some members feel it is a waste of time and resources when the candidates only need one vote to fill the seat. Other members stated the process is the same regardless of the number of candidates, we should hold the election the same each year. This also brought up discussion of recruiting board members, speaking more publicly as a board to the Fronteras community, and welcoming new faculty as part of a board responsibility. J. Hutchins cautioned that changing our election process could do harm because we are a charter school, we should use continue using protocol we have been. Also discussed using electronic ballots in place of paper, will table “need for uncontested ballots” at this time.

Article IV “The Governing Board” on p 41 of charter is under discussion regarding term limits. Chair would like all members to review p 41-44 and discuss at October meeting.

B. Board Training

Heather was able to talk with Foraker group and asked more specifics about board training, they have wide range of topics so we would need to be specific about our needs as a group. Previous training included code of conduct and roles and responsibilities of a board. All members agree training would be beneficial to a new group and new leadership within the board. Training can teach us tools to stay on track and identify priorities. Heather will look into dates and email group. Also we will renew \$100 membership fee.

IX. New Business

A. Updating policy manual

Agree policy manual needs to be connected or cross referenced into the charter and bylaws. It is very difficult to know what has been changed. Heather and Jody have agreed to begin process of merging documents.

B. Faculty minigrant application

See attached request from middle school. After reviewing request had several questions regarding the cost that families were asked and what teachers asked for. Some confusion getting request after trip already was completed. Heather stated she will clarify with middle school teachers money requests.

C. Volunteer recognition

Would like to make a formal recognition of Mary Carmen for her help and contribution to the middle school field trip of food preparation by her and her family. Becky motions to give a \$100 gift card, seconded by Chris. A thank you card was passed around and signed by board members.

X. Executive Session

No session this meeting.

XI. Future Items/Future Business

Chris motions to extend meeting to 8:15pm, Misty seconds the motion.

Regularly Scheduled Board Meeting October 11, 2016

XII. Final Actions and Adjournment

Chris motions to adjourn meeting at 8:20pm, 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