



## **Fronteras Spanish Immersion Charter School**

P. O. Box 871433 Wasilla, Alaska 99687-1433  
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### **APC Board Meeting**

Location: (Building A – Multi Purpose Room)

**March 8, 2011 7:00 P.M.**



### **Draft Meeting Minutes**

#### **I. Call to Order/Pledge of Allegiance/Roll Call/Determine Quorum**

Ernie, Mike Backus, Joyce, Casey, Nina Sharon, Sandra, Jackie Cochran, Jennifer W., Nicole, Wendy, Kevin Cochran; Joe Dinwiddie; Sonya Cook, Chris Cook and children; Kati Sanders

#### **II. Approval of the meeting minutes** for February 8<sup>th</sup>, 2011 and approval of the agenda for March 8<sup>th</sup>, 2011 - Minutes Approved with revisions. Agenda approved for this evening.

#### **III. Question and Answer Period for Meeting Participants**

#### **IV. Review meeting protocol:**

- Try to keep meetings brief
- Let people give their reports and ask questions after each report
- Keep non-productive comments to a minimum

#### **V. Consent Agenda**

**A. Minutes** – approved with revisions

**B. Board Updates** – none

##### **C. Committee/Team Reports**

- Facilities** – Did not meet last month. Will meet next Wednesday. We are working on a plan. We have a proposed timeline. We are working on population estimates for ideal size of school and educational specifications for school. Next meeting at Joe Dinwiddie's portable, next Wednesday night at 6 pm.
- Treasurer's Report** – \$20,000 unspent. Truly unencumbered \$7,800 set aside for music. Will make recommendations at next meeting for encumbered funds and make recommendations. Paula (music teacher) has asked that we pay her

insurance, as it is going up significantly. She has requested that Fronteras pay her insurance.

- c. **Budget** – we've been working on the budget. \$132,000 set aside for technology. Any money in budget to pay Paula Monroe out of the school budget? APC Committee has already set aside money to pay Paula. School Board meeting last week clarified that \$15,000 that is unspent will be coming back to schools. Casey showed tentative budget transfers. Casey and Solveig are working hard on this. Trying to get as much into system as quickly as possible
- d. **Principal's Report** – SBA Testing is upcoming. Trying everything we can do to get information out to parents regarding importance of this. Even if parents sign a refusal, it counts against the school if they are not in attendance. Map Testing coming up as well. Once these are done, we'll be working on finishing up the school year.
- e. **Fundraising** – 25 groups of tickets that have not been returned. \$11,000 was raised with raffle. \$2,500 goes to winner. Almost \$400 goes to printing of tickets. About \$3,200 – \$3300 is spoken for. At the end we'll have raised about \$6,000. We're usually at \$10 – 12,000. Fiesta organizers are hoping to make this a fundraiser. Idea may be to have grade levels organize different pieces of it. Parent volunteer hours are down. Good ideas shared for next year's raffle fundraiser. Someone called Sandra asked her about coming to the next fundraiser/committee meeting!
- f. **Grants** – Committee has not met this past month. Not much interest.
- g. **Academic & Curriculum Report** – There is a movement to have a stand-alone committee for technology. Sonya is spearheading that. Question was posed to have Technology as a separate committee or a subcommittee of the Academic and Curriculum committee. Joe shared that Technology is a huge topic and should be a stand-alone committee. This committee will have to work very closely with the Academic and Policy Committee.
- h. **Amigos de Fronteras/ Family Activities** – no report;
- i. **Miscellaneous Reports** – no report;

## V. Unfinished Business

- A. **Enrollment Update** – New Student for K – 14 total; Enrollment deadline is the March 31<sup>st</sup>. Sibling applications: 19 for K's; 33 total for K; 64 combined with 1<sup>st</sup> graders. 11 openings in K; 13 openings in 1<sup>st</sup> grade; 18 openings in 2<sup>nd</sup> grade; 10 openings in 3<sup>rd</sup>. We've only received 112 intent forms, so far. How many "walk-ups" last year? Enrollment lottery - last year we had 42 names on the waiting list. By December we had gone through the whole waiting list.
- B. **Enrollment Advertising Update** – low enrollment figures; agreed to spend \$1,000 for additional advertising in Frontiersman (\$650) and \$200 – 300 on posters and brochures are not printed yet. Hope is to get posters to Day Care and Pre-Schools. Nina will have list of folks that are behind on hours for volunteering by tomorrow. Pediatricians offices, pool, gymnastics, pediatric dentist offices as well. Brochure is not final yet. 8 out of 11 members voted to spend advertising funds. We haven't spent all of the money yet, just about \$750. We should pursue Google or internet advertising. Sandra suggested Facebook. Needs to be prepared properly so that it can be shared properly. Brochure and/or poster can go to Facebook. PSA could potentially work. Should Fronteras have a Facebook page? Jackie C. will check on it. Nina and Wendy will work on a blurb for Facebook. We can include Friends of Fronteras on Facebook. We still have money for one newspaper ad and cost of brochures that haven't been spent. Jennifer suggests that we stay on track with what we've decided. We have 500 business cards. Chris C. has the business cards.
- Motion** – Ernie takes Jennifer's suggestion that we stick to what we already decided for spending on advertising. Nicole Seconded. Sandra is the only board member opposed. Wants to do social media advertising instead. Could send stickers home with children.
- Approved** - Motion carried by all except Sandra who opposed.
- C. **7-8<sup>th</sup> Grade Trip to Puerto Rico** – Board had initial discussion of trip with positive response. Board discussed support and cost. We approved trip via e-mail. Kati made proposal about how to make this effort more sustainable for the school over the long term. Sonya has provided feedback/suggestions on how to work to make decisions in the future about this. Also a proposal from the Academic and

Curriculum committee. All of these proposals have valid points and provide a lot of information. Please read the proposals.

Lots of discussion ensued and many ideas were generated about possible ways to do a trip in the future. May 5<sup>th</sup> is trip start for this year. Curriculum committee will continue to work on these foreign trip/camp ideas and will report back.

**Special Note** - Chris Cook shared that Fronteras has their own Volley ball team now. They won their game last night. Almost won tonight. They are doing great!

- D. **8<sup>th</sup> Grade Send-Off Ceremony** – We are creating traditions. There are 5 8<sup>th</sup> graders this year. What's the culture and tradition that we are setting up for Fronteras in the future? Joe and Brittany are willing to make our “send-off” ceremony happen this year.
- E. **New Facility** – Teachers were asking about it at our last meeting. Perhaps getting more parents and teachers involved in this effort.

#### **VI. New Business:**

- A. **Plan for Additional Enrollment Advertising?** Greatlander brought up for additional advertising. We've heard lots of ideas to do social media.

**Motion** – Ernie: no more money spent on advertising until we try some of these free, social/web media venues.

Kevin – seconds;

**Motion carries unanimously.**

- B. **Draft 7<sup>th</sup> & 8<sup>th</sup> Grade Foreign Field Trip Policy** –

**Motion** – Sharon moves that remaining Grossman gift money (from donors) be shared amongst families that are still fundraising.

Joe Seconds.

**Motion carries unanimously.**

- C. **Board Elections** –Board elections are coming up quickly. There will be a large turn-over from original board. Ernie is requesting input from board on how best to proceed. Because of large turn-over and the loss of two-term board members who know much about the school, the question of staggering the end of terms was raised so as not to leave the board with a capacity and knowledge void. Suggestion was made regarding some board members staying on through October. In October, we will have 5 positions open. We still have an April election scheduled.

The board agreed that having four members ending their term in April is the best way to proceed. Proposal to have a minimum of three positions being elected in April. We need to move forward with the next election.

- D. **Board Insurance** – Casey had a call from Principal at Twindly Bridge about a group of Charter Schools going in together for board insurance. There is an indemnity clause in our bylaws and in our articles of incorporation, but these don't really safeguard us.
- E. **Custodial Service:** Casey learned that we may not outsource our custodial service. The School Board just decided this in an executive session last week. We had better get good cleaning service. Alaska Administrative Code is one place to look for clarification regarding this decision.
- F. **Board Education:** no topic this month.
- G. **Meeting adjourned:** Ernie moved to adjourn meeting. Sandra seconded. Meeting adjourned at 9:25 pm.

#### **VIII. Future Items/Future Business**

Next meeting: **April 12<sup>th</sup>, 2011**

#### **IX. Executive Session:**

Matters generally include those affecting finances and personnel, the public knowledge of which might prove adverse or prejudicial.

#### **X. Adjournment:**

##### **APC Governing Board Members**

Wendy Bowen  
Joyce Boyd  
Chris Cadieux  
Kevin Cochran  
Joseph Dinwiddie, Vice Chair  
Ernie Hetrick, Chair  
Sharon Lasselle  
Sandra McMillian  
Nina Shaw  
Jennifer Ward  
Nicole Whittington-Evans

##### **Additional Attendees**

Casey Bowen, Principal  
Jackie Cochran  
Chris Cook & children  
Sonya Cook  
Mike Backus