



Fronteras Spanish Immersion Charter School

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APC Board Meeting

Location: (Building A – Multi Purpose Room)

October 12th, 2010 7:00 P.M.



Meeting Minutes

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

Joe Dinwiddie, Casey Bowen, Melissa Kemberling, Kati Saunders, Kevin Cochran, Jennifer, Sharon L. Nicole, Nina, Wendy, we have a quorum; Demetria McGrew

II. Approval of the meeting notes for September 14th, 2010 and approval of the agenda for October 12th, 2010: Meeting minutes approved

III. Question and Answer Period for Meeting Participants: Melissa – organizer for the Go For the Gravy Race; coming to get donors for the event; The race is really growing; Primary sponsors have been: Valley Dermatology Center, Wolf Eye Clinic, Denali Gymnastics., Excel Gymnastics, Valley Taekwondo, Kristen Cole; They've all donated \$350.00. Three different levels of giving; \$350.00, \$200.00; \$100.00; Each comes with gifts and advertising through logos on our T-Shirts. Everything is going well with race. We have great volunteers this year. Date – November 20th.

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 by consensus;

B. Board Updates

1. **School Board Meeting Update re: Charter Schools:** Discussion of budget. Valley gets .4% of budget; creative fundraising was discussed. Any services to Charter schools that may be cut have not been revealed yet, though they we will get information presented to us at a future date.

2. **Janitorial Services Update** – Karen Coun, one of our duties, is doing about 4-6 hours per building. Gym lights in bad shape as far as dust goes. Suggestion was made that a professional clean the lights – not really a job for a parent. We gave information to the district for them to release an RFP. RFP is not out already. Once bids come in, we can assess the best for Fronteras. Casey is waiting to hear from a person at District who deals with RFP releases.
3. **Portables Update** – landscaping, gutters, top switches and paint; additional work is going to be started this weekend. The total for the two portables – about \$149,000.00. We didn't anticipate costs such as: \$10,000 for excavation for electrical lines to portables, for example.
4. **MAP Testing Update:** Annual Yearly Progress (AYP) is based on federal requirements for schools. It is a way of determining how we are doing. We had 96% of our students at or above proficiency in Math and 89% of our students at or above proficiency in Literacy. That is incredible, but unfortunately we did not make AYP because we did not have enough of our students in attendance for the testing. We were off by slightly over 1%. In a school our size, it doesn't take many students being absent to result in an unfavorable status. Every student counts either for us or against us, no matter what the circumstances may be, when it comes to this test.

C. Committee/Team Reports

1. **Facilities** – cancelled last month's meeting. We are going to try to have two meetings per month. Dates for meetings. Wednesday nights. Looking at a floor plan from Machetanz, for ideas and to help us create a floor plan that we want and like (we're hoping for a few hundred feet less than Machetanz). We're still trying to put our floor plan together. We're weighing the possibility of increasing our numbers without going over. Ideal enrollment for a school is about 300. This gets schools the greatest amount of notice. We have 223 students now. Should find a school that has both elementary and middle school combined to see what their floor plan looks like. We need certified teachers as well for our future school.
2. **Treasurer's Report** – In addition to Chris's report, we'll need to pull an additional \$500.00 as an expense for Sharon to attend the grant writing class.

3. **Academic & Curriculum Report** – we've had a couple of short meetings. We're seeking input from the teachers to find out where we want to go and find out actually what they are using for different strands of teaching. We're also trying to give some pretty distinct input for professional development so that we're really having an impact on professional development. We're starting to make some progress. Meeting on Wednesday's so far. Sonya, Jackie, Brittany, Wendy are those participating so far.
4. **Principal's Report** – Casey passed out copies of the budget. WE haven't spent much of the budget yet. Budget meetings on Thursday night at 6 pm.
5. **Student extended leave:** A parent is being tasked out to another location for a five week period. They want to take their children – dis-enroll her children while gone and then re-enroll when they come back. Our Charter speaks to this issue specifically. We need to look at what Charter says. Wendy looks it up in Charter, Admissions Procedures, p. 39:

C3 Withdrawals: Students/families who need to withdraw for an extended period of time from Fronteras, for medical reasons, family emergencies, or some other legitimate reason will have their positions held at the top of the waiting list and will be readmitted as soon as space becomes available.

6. **Subway fundraiser** – makes 80 % profit. Subway gift cards. We already have some. Chris Cadieux reports via e-mail that we already have 37 cards. Wendy moved to allow 6 & 7th graders to sell Subway gift cards. Sharon seconded. All agreed. Motion past with full consensus.
7. **Fundraising** – Sandra is at a game. Nina is reporting for Sandra. Starting to get raffle going. The person we're working with is very dependable. All fundraisers need to go through Sandra. Halloween fundraiser has a request to Sandra; Winter gear did go through Sandra. We do need to approve these in a timely fashion.

8. **T-Shirts** are here.

9. **Spaghetti Feed** – Nisha wants to know how to get money donated from Valley Country Store for feed. Needs to talk to Chris C. We also need \$300.00 deposit for cleaning. If we don't harm the facility, they will return the check to us at the end of the evening.

Motion - Kevin moves that we allow Chris C. to write a \$300.00 check for the cleaning deposit.

Wendy seconds. All agreed.

Sharon makes motion to write a \$100.00 check to Nisha regarding the Valley Country Store donation. Nisha needs to keep all receipts. All agreed.

Noted that there have been some rumblings from parents about too many fundraisers being pushed on parents again regarding those coming up. If we found corporate sponsors, it would be really helpful.

10. **Grants** – We have a committee of three – Melissa Kemberling, Anna Hartman and Sharon. Nate is also willing to help write grants. Rassmussen Foundation had a representative (Nate's mother) come to Fronteras to look at our school. Rasmussen is potentially interested in helping to fund Charter Schools. We don't have any timeframe sense for decision-making with the Rasmussen Foundation. If a grant is over \$5,000.00 then the District has to approve it. If it goes through the APC, the District does not have to approve it. District likely wants to approve it because of reporting responsibilities.

11. **Teachers Requests** – A teacher has expressed interest in spending \$7,000.00 for I-Pad computers for 2nd - 3rd graders. This will buy about 20 I-Pads. Other teachers are also interested in technology requests. We could use "technology upgrades" for a fundraiser focus – goal of buying a certain number of computers for school. Jennifer – Shouldn't we have a "Technology Committee?" Wendy -

These requests/discussions are being incorporated into the Academic and Policy committee. We need to do additional homework to prioritize these requests and come up with a proposal that is brought to the APC Committee.

12. **Family Activities** - rolling family activities into Amigos.

13. **Amigos de Fronteras Report:**

- Amigos needs to mesh schedules with the "Special Events" teacher schedules.
- **Movie License** - Demetria – we would like to renew the movie license. Folks at the Amigos meeting believe we should renew the movie license for the life of the lease (3 years). This would cost \$840.00. The lease is based on a facility. If we move, the lease does not come with us. Amigos would like to show 4 movies per year. This year suggested: October 22nd, Nov. 19th, February 18th, March 25th, 6 – 8 pm.

Motion – Nina moves that we spend the \$840.00 to renew the movie license. Nicole seconded. 8 yays; 2 Nays (Kevin and Sharon).

- **Halloween Spooktacular** – carnival and haunted house. Fall festival, with concessions, pumpkin carving contest, costume contest. Friday night the weekend of Halloween. Solveig is organizing this.
- **Art Grant** – is another excellent activity that brought a lot of participation last year.
- **Work Day** - Plan for Saturday work day in November to be announced.
- **Spaghetti Feed** – We've gotten a lot of donations for the Spaghetti Feed. Plans to create thank you signs for places around the valley.

14. **Budget** - needs to be added as a committee. Meetings coming up on Thursday. Will have budget report to APC committee next APC meeting.

D. **Fresh from Fronteras**. Support doing this again, though revising how it is done. It was too long last year. Teachers will come up with a plan.

E. **Miscellaneous Reports** - None

VI. Unfinished Business

- A. **Portables:** - strike from Unfinished business.
- B. **Conflict-Resolution Procedure regarding teachers** – after a review, there are some recommended changes to the procedures.

Motion - Sharon moved that we accept the recommended changes to the procedures for conflict resolution that is part of the Charter.

Sandra M. seconded (arrived at 9 pm). All agreed.

- C. **Business Partners/ Outreach** (Chris); Chris not in attendance.
- D. **Parent/Student Handbook** (Nina) – remove Nina's name. Hilary Mauldin is contact for this. We should invite her to the meeting. No discussion tonight.
- E. **7th/8th graders proposed travel abroad**; Moving back toward Puerto Rico. Less expensive than Costa Rica, covers a second chaperone, it is a US province and requires no passports. Significant savings. We haven't had all of the parents together. Casey recommends a mandatory meeting, though it has to be at a time when all families can make it. This means a meeting in the evening. We need to get our fundraising proposal together and a meeting with parents before sending anything to the district. This means an evening meeting this week or next. We still need to test the commitment from parents.
- F. **Volunteer Sign-Up and Tracking** – Nina recommends we skip this topic tonight.due to time.

VII. New Business:

- A. **Board Education:** this month's topic? – need to come up with a written schedule.
- B. **Lottery System and Enrollment Procedure** – table this until Joyce can be here for the discussion
- C. **Fall Elections** – scheduling; staggered terms; Ernie needs to speak to this. Sandra could be up.
- D. **Report on Staff Professional Development**; discussed a bit above.
- E. **Educating Parents about Teacher Contracts** – discussed brainstorming strategies to educate parents about what it means for district teachers still without a current contract, and how it may affect them and their children; A lot of our

- teachers right now are involved with trying to work with the Union. The APC Board should put a letter out to the Fronteras community and beyond explaining what is going on. The District will listen to the parents. Stacey Escobedo is responsible for the minutes of the School Board. We can contact her for meeting minutes. Parent education plan is to send a letter.
- F. **Policy re: parents who are not abiding by school rules** – We have written a policy for school drop-offs and pick-ups. We don't in general mark them until after the pledge is said. At 8:05 am
 - G. Discuss approach to parents and students that are not respectful of rules and teachers? Discussed above
 - H. **Discuss pick-up procedures** – Much discussion. We agreed to keep things as they currently are, but have K-I teachers emphasize to their parents with siblings at the school that parents pick up older children first, and then come to K-I classrooms. This will help in reducing traffic in the halls in building A. Also, Casey will reinforce with teachers and parents that pick-up time is not the time for more in-depth discussions between parents and teachers. Focus on efficiency of task at this time of the day.
 - I. **Drafting a policy for use of school equipment** (piano, risers, chairs, tables, etc..
 - J. **Creation of Master School Calendar** – discussion tabled.
 - K. **Fundraiser** – VPA, King Island Christmas, Veronica and tickets; We are doing this again this year.

VIII. Future Items/Future Business

Next meeting: **November 9th, 2010**

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

Additional Attendees

Casey Bowen, Principal

Ernie Hetrick, Chair
Sandra McMillian
Sharon Lasselle
Nina Shaw
Jennifer Ward
Nicole Whittington-Evans