



Fronteras Spanish Immersion Charter School

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APC Board Meeting

Location: (Building A – Multi Purpose Room)

September 14th, 2010 7:00 P.M.



Meeting Minutes

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

Ernie Hetrick, Sharon Lasselle, Wendy Bowen, Nina Shaw, Kevin Cochran, Chris Cadieux, Sandra McMillan, Nicole Whittington-Evans, Joe Dinwiddie. We have a quorum. Also in attendance: Demetria McGrew.

II. Approval of the meeting notes for August 10th, 2010 and approval of the agenda for September 14th, 2010

No changes to agenda. Minutes are approved.

III. Question and Answer Period for Meeting Participants – None. Demetria is only participant outside of APC and will address Amigos and Family Activities on the agenda.

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

B. Board Updates –

- 1) Casey is not present because he is attending the School Board meeting, which has an agenda item related to Charter School Services and the School District no longer covering certain services for Charter Schools.
- 2) Sidewalks to portables put in by the Dunford's, who did a wonderful job at no charge. We saved considerable money with this. Wasilla concrete also donated truck and unloading time. We only paid for the concrete.

- 3) Gutters are also items we need to deal with. We will likely get materials for gutters and have a volunteer install them. Sandra desires for us to have gutter covers. Joe would like for us to get a load of top soil in the area of the new portables. He will donate the sod and put something green and alive in there. Sandra believes we have a truck driver in our midst. Joe will use the hill by the playground as a source for top soil. We still need top switches and paint. Ernie intends to have all costs associated with portables put together. They ended up costing a lot more than we originally thought.
- 4) Janitorial Services may go out to bid, rather than working with the School District. District is going to look at putting an RFP together so that it can go out to bid. Dunford's have been doing and organizing all the cleaning of our buildings at this point. Parent volunteers are burning out and hard to come by.
- 5) MAP testing may be delayed. Casey is working on this.

C. Committee/Team Reports

- a. Facilities – Committee is really starting to work on facility needs for a future facility.
- b. Treasurer's Report - \$21,828.39 in account. Also \$44.00 undeposited money. Checked into getting the books done electronically. Casey called to ask the District if this is allowed. Chris plans to get an electronic system set up. Quick Book is one program Chris may be working with. Chris's computer is very secure and back-up because of his line of work.
- c. Academic & Curriculum Report – No report right now.
- d. Principal's Report
- e. Fundraising – Sandra is having zero luck getting others on her committee. Sandra is having a very hard time staying motivated. People are very nice, but we need to raise big money. Mike Backus is interested in Movie Night. It costs \$350.00 for the license to show movies. No meetings yet. We need to put another notice in the newsletter. Phone calls are the best way to get folks to participate. Automated telephone calls cannot be overused. Same for e-mails.
- f. Grants – Melissa Kemberling and Sharon met. Talked about the Mat-Su Health Foundation grants > \$15,000 and < \$15,000. They talked about Music money and school trip/travel. The Health Foundation would not cover the Music and Travel money. Notice in newsletter to have parents help us research places we can apply for money related to these items. Also, plan to get information about the Health Foundation money to teachers. There are many grants, but they often have restrictions that don't apply to us. Is there a simple formula we can put together for how people can help search for grants. There is also a list of grants and Demetria will drop it off for Sharon tomorrow. We also need PE and turf moneys.

- g. Teachers Requests - None at this time.
- h. Amigos de Fronteras/ Family Activities Report – Pioneer Fair Friday night: Candle dipping, weaving, stilts, games, etc.. Donations can be given for dinner and dessert. They may make a little bit of money for the 7th and 8th grade field trip. Amigos – 8 people showed up including a couple new Kindergarten parents that are new. Discussed doing a haunted house or Halloween carnival as a fundraiser. Fundraising comes up a lot at the Amigos meetings. Spaghetti Feed and gift wrapping and silent auction. The day after Thanksgiving (Black Friday). Silent Auction baskets with at least two books; What is required to make the Spaghetti Feed happen? We need to give the VFW a deposit (believes it's \$200.00) which would be returned when we leave it clean. Nisha has a connection and the VFW voted to cover the rental cost. Connection also at 3-Bears which may donate \$500.00. Nisha is putting a letter together. Will get it approved by Casey. Then Nisha will take this to the community.

Family Activities:

October – Haunted House

November – Black Friday

Movie Nights – Amigos wants to do these, but rotate it through the classrooms. Melissa O. believes we should go for the 5-year license.

Flower Fundraiser.

Ernie – can someone put all the activities together that we would like to see? Wendy will help with figuring out what teachers will support. Demetria will put a list together of all that Amigos wants to do for Family Activities.

- i. Miscellaneous Reports

VI. Unfinished Business

- A. Portables:
- B. Enrollment Update – need to take this off the agenda. We have lost some students and gained other students.
- C. Business Partners/ Outreach (Chris); Larry Botcher (?) does filming for commercials. Jackie and I had seen somewhere on the internet a public service announcement on schools. Kevin is interested in seeing if Larry would be willing to do something like this for Fronteras. Could click on a link. This would be a promotional and advertising the school. Teachers from other states looking to relocate may be helpful. Could explain what immersion is during the film. We could probably get Larry to do it for a reasonable price. Are we interested in

pursuing this? How much are we willing to spend for this? What does it normally cost? Need to find out. It would be good to find out what a 5 minute spot would cost. Web sites; U-Tube – good places for such a video. Kevin and Chris are now co-chairs of the business partners outreach committee. Watch for the article in Frontiersman about Charter Schools.

- D. Board Development (Nina); - taking this off the agenda here.
- E. Water Safety Update (Nicole); It's been approved. Back to facilities committee.
Will take it back to the owner and deal with it. (take off agenda here).
- F. Parent/Student Handbook (Niina) No update.
- G. After School Activities Funds - take this off the agenda.
- H. Health Classes for Upper Grades – comes off. Casey is working on it.
- I. Bulk School Supplies – take off the agenda.
- J. Revised Interview Questions for Teachers - nothing has happened with this. Take it off the agenda. We will send it to the hiring committee to take up.
- K. Volunteer Sign-Up and Tracking (electronic) - we've not moved this forward.
Some folks did try to sign up. Positive overall.

VII. New Business:

- A. Board Education: this month's topic - "Charter Documents and Authority of the Board";

Fronteras started at Larson. We became a Charter School for a variety of reasons. State of Alaska has a law that allows us to start a Charter School. The law establishes how Charter Schools are to be organized and run in the School District. The School Board has a process for Charter Schools including: form announcing plans to start a Charter School; Charter Application (ours was 200 pages) – the State has a packet and the Borough has a packet; both need to be done; The School has to have a Steering Committee which determined goals and basics of the school. Overall the application holds for 5 years and we will have to review it after 5 years and update it if necessary as well as take it back to the School Board for approval.

We also created by-laws which are in the application as well as a separate document, which after 9 months needed to be changed. When we applied for non-profit status we became a corporation and had to create articles of incorporation, that mimicked our bylaws. We became a 501c3, and as a result of that we had to change bylaws that did not fit into the 501c3 tax status and IRS rules. We have to fill out tax forms now, reports, and have to follow non-discriminatory mandates, etc..

- B. 7th/8th graders proposed travel abroad – want to find out by Sept. 30th – destinations; Puerto Rico, Costa Rica, etc.. Puerto Rico would not require passports, which would be a bonus during this first year trip.
- C. Budget Committee – meeting before our board meeting or after? Now it is scheduled for second Thursdays of the month at 6 pm. Casey has walked Joe through the budget at the first meeting. What are the goals of the committee? As an APC we need to decide what we want to accomplish as a committee. Individually we should address Joe's question. What can the committee accomplish? What does the APC want the committee to focus on? Sandra would like to see the budget simplified into a simpler form that is easier for us to review as a board. Reports in the future will include what is currently going on with the budget. The APC can participate as much as we want in the budget process. We have a mandate as a board to determine if Casey is doing it right and if our academic goals are being met. In the District, every expenditure over \$5,000 needs to go to the School Board for approval for a regular public school. Does the same apply for Charter Schools? The APC has an accountability to that budget, which means we need to be aware of what's going on with it and of decisions being made regarding the budget. The committee needs to participate in the creation of the budget, the oversight of it and the decisions regarding it. Kati is very interested in participating. Sandra is considering. Nerissa has expressed interest.

VIII. Future Items/Future Business

Next meeting: **October 12th, 2010**

IX. Executive Session:

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

X. Adjournment: 9:33 pm!

APC Governing Board Members

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

Additional Attendees

Casey Bowen, Principal