



Rilke Schule Academic Policy Committee

Meeting 6:00 PM

Thursday, May 14, 2020

@ Rilke Schule

In accordance with Alaska State Statute, the Rilke Schule APC, under contract with the Anchorage School Board, operates this charter school. The purpose of the Academic Policy Committee is to provide strategic governance for the school and its future. The board meets publicly to conduct the business of the school. The board is comprised of voting and advisory members representing parents, faculty and staff. Parent-elected representatives serve staggered, three-year terms with elections every February. The Academic Policy Committee values public comments and encourages all interested parties to submit written public comments on any subject to apc_rilke@asdk12.org. Fifteen minutes are reserved at the beginning and end of each regular meeting for public comments. *Next meeting 16 July - tentative*

- I. Call to order & Adoption of Agenda, approval of March minutes
6:00pm called to order by Kjersti Von Wichman, chair.
Present: Barr, Stacey, Parker, Storter, Von Wichman, Colvin, Posanka, Wileman, Reddick, Morgan via telephone.
Storter moved, Parker 2nd to approve March minutes and May agenda. Unanimous approval.
- II. Public Comments
None
- III. Partner organizations reports
 1. RSV – see attached
Hr. Barr also mentioned the teacher appreciation gifts from the RSV will be available at the school on Monday 18 May for the teachers to pick up.
 2. RSI: Fall clubs is currently open from May 11th - May 22nd and that Kindergarten registration will open on August 10th - August 14th. We will not be collecting any payments until clubs begin in the fall.
- IV. Reports
 - A. Officers
None
 - B. Principal – see attached
Hr. Barr requested that the APC write up letters of appreciation to outgoing board members Ann Weese and Givay Kochanowski thanking them for their significant contributions to the Rilke Schule and APC over the years. Hr. Barr will send these letters out and post to the Rilke Schule Facebook page. The deadline is Friday 22 May.
 - C. Teachers
The teacher representatives are Fr. Morgan and Fr. Stacey. Fr. Stacey brought up the issue of social and emotional learning and how this should be

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incorporated into Rilke curriculum and appropriately translated into German.
Hr. Barr will work with the Rilke teaching staff to make this happen.

D. Committees

1. Facilities

Hr. Barr and Fr. Colvin inspected the building for earthquake damage. Most of what was found is cosmetic, will put off repairs for now. Interior painting will be completed throughout the summer break of the teacher's lounge and some classrooms.

2. Strategic Planning

None

3. Performance

There is an outstanding document regarding the Principal's compensation that requires signatures before it is forwarded to the school district offices. Hr. Parker will complete this task in the very near future.

V. Old Business

A. RSI Funding: Tabled from the March meeting.

Laurie Orell from the RSI joined the meeting by telephone to explain the proposal and answer questions.

On 20 March RSI send a reimbursement proposal to the APC requesting a transfer of \$27,000 from the school budget to pay salaries and replenish reserves due to lost revenues from COVID-19 forced closures. The proposal is attached. RSI filed for PPP money but has not received any and it is unknown if they will receive any funds in the future.

Wileman moved, Parker 2nd to approve the request.

Hr. Barr asked from where will these funds come and will they be repaid. The consensus from the members is that RSI provides a valuable service to Rilke and this is a cost of doing business and will not be repaid.

Reddick asked why \$27,000. Fr. Orell explained this is a conservative amount to replenish the reserves to \$60,000.

All members approved, Rebecca Colvin abstained.

VI. New business

A. Election of Officers: Chair Von Wichman appointed Kort Reddick for treasurer, Aimee Posanka for secretary

B. 2020-2021 Rilke Schule Calendar Waiver

Hr. Barr wants official approval for Rilke Schule Calendar Waiver allowing for early dismissal on Fridays for team teacher planning/coordination and to allow teachers a day off after parent teacher conferences.

Storter moved, Colvin 2nd. Unanimously approved.

C. German Teacher Language Professional Development - \$7,000.00

German teachers plan to attend a conference this summer

Wileman moved, Storter 2nd. Unanimously approved

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- D. Approval for additional cabinets:
1. science classroom up to \$9,000
 2. teacher lounge up to \$8,000
 3. nurse's office up to \$3,000

Colvin explained that these 3 bids were done separately. The actual total cost of the project will be less since some items are duplicates.

With this project Hr. Barr hopes to use the space in the school more efficiently.

Wilemand moved to approve the proposals, Posanka 2nd.

Ayes: Wileman, Posanka, Von Wichman, Colvin

Nay: Storter

Abstain: Reddick

VII. Potential Executive Session

None

VIII. Public comments

None

IX. Adjournment: Chair Von Wichman adjourned at 6:57pm

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RSV Update May 2020

- RSV has continued to hold our monthly meetings via Zoom (first Wed of the month). Our May meeting was our last one until August. However, the Board will continue to conduct business over the summer as needed.
- Although we are not supporting many of the spring school activities (Spieltag, Wandertag, etc), the Board and membership are still working on things as recapped below.
- RSV purchased twenty \$100 VISA gift cards to support Rilke families in need. The need initially came to light back in March when teachers were reaching out to families during the technology survey calls. Teachers and staff requested support from RSV. Frau Robinson (the school nurse) has been the liaison for us and has given out at least a dozen or more of the VISA cards to families and will continue to do so as long as there is a need.
- RSV has purchased raglan style shirts for the 8th graders' graduation.
- RSV has purchased Rilke logo'd rain jackets for teachers/staff who are leaving Rilke at the end of the year. We will miss them all!
- RSV is working with Frau Robertson to purchase books for all Battle of the Book teams in ALL grades.
- This year's yearbook production was delayed due to COVID-19, but the books will be available in the fall. How students attend school in August/September will dictate how RSV get those yearbooks to the students who pre-ordered & paid for them.
- RSV is proceeding with planning for next year on the assumption that students will be physically back in school. The Board recognizes that everything is up in the air given the COVID-19 situation, but we feel we need to be prepared if kiddos are back in the building. So, we are starting to prepare schultuten (cones for the kindergarten students) and purchasing federmappen for the 2nd grade students. We will also be ready for tears & cheers and the open house, if these events are held.
- We also want to say a huge thank you to Frau Crawford for being the RSV teacher liaison this year. She was engaged and proactive on the RSV Board, and we loved having her insight on all things Rilke. She will truly be missed. On the flip side, we are looking forward to having Frau Brickwell as our new liaison.
- If anyone has any questions, please reach out to the RSV Board or Shari Showalter (907-240-2557 or sharishowalter@gmail.com).

Rilke Schule Inc.
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(409)333-2582



COVID-19 Compensation and Reimbursement Proposal
From Rilke Schule Inc. (RSI)
For Rilke Schule Clubs

Due to the increasing COVID-19 pandemic precautions and the school closure, which have resulted in club closures RSI would like to propose the following strategy to support Rilke families, Rilke Club staff, and club contractors:

- Reimburse parents for every week that clubs are cancelled due to COVID-19 pandemic at 100%.
- Compensate Rilke Club staff at 100% for hours worked, 100% of contractors time for hours reserved prior to the closure, 60% for hour committed per employment agreement or contract for every week that clubs are cancelled due to school closure.
- The Executive Director of RSI will be working full-time through the closure period.
- Club providers that are Rilke Schule School staff paid through addendum will not be compensated, as there is no mechanism in place to do so.

In order to execute this strategy, RSI will experience operational losses for the Rilke Club program for 2019-2020 and is seeking confirmation from the APC that it is permissible to utilize a portion of the start-up funds provided by the APC to offset these operational losses. Current Rilke Club reserves will cover this strategy for a four-week closure period, after this time start-up reserves will be required. If the school remains closed for the remainder of the school year, RSI would need to utilize \$27,000 of the remaining \$65,000 in start-up reserves, leaving a reserve of \$38,000.

RSI understands the importance of operating Rilke Clubs as an independent and sustainable program and has struggled to find a balance between operational revenues and the needs of our families, staff and contractors, as well as the potential enrollment impact for the school and the budget if the chosen strategy is unacceptable to families. There has also been a lot of concern around retaining staff and contractors, as they have been very difficult to find for the odd hours Rilke Clubs operate.

With all of this taken into consideration, RSI asks the APC to consider finding an appropriate mechanism to offset the operational losses of the clubs, if the APC has sufficient reserves. Club fees are way below market value in order to support continued school enrollment and the resulting school budget. As a result, building up operational reserves is very difficult and with the large annual outlays for staffing and operational costs of the program, RSI would like to at least recover the \$27,000 in start-up reserves used to implement these strategies. The true cost to RSI of a 9.5-week closure is closer to \$62,000, as \$35,000 in operational revenue would be needed to manage a 9.5-week closure period.

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RSI would appreciate your support for the proposed strategy as soon as possible, so that those impacted can be notified as soon as possible. Please contact the Marisa Wang, RSI Chair at marisa.wang@rilkeschuleinc.org with any further questions.

Sincerely,

Marisa Wang
RSI Chair

APC Meeting
May Principal Report

Rilke Schule Topics	Information
Budget	<ul style="list-style-type: none"> See Treasurer Report
Student Count	<ul style="list-style-type: none"> 5.12.20– 497 (K-8) enrolled students
Effective Operations	<ul style="list-style-type: none"> Rilke Schule staff have completed the 2019 – 2020 end-of-year checkout Rilke Schule held a Student-Item Pick-up Week – 5.4.20 – 5.8.20 Rilke Schule staff have created home videos to increase student engagement and have been posted to the Rilke Facebook page Herr Barr and Frau Colvin completed a walkthrough to determine building repairs from the earthquake The admin. team has been completing tasks for the 2019 – 2020 ASD End-of-the-Year checkout (inventory, budget, enrollment, p-card transaction, E.O.Y. Report, calendar waiver) The kindergarten team created the first virtual Kindergarten Round-up video The middle school team has planned for a virtual 8th grade graduation The Rilke Schule staff have been attending weekly Friday staff meetings via zoom Herr Barr has provided laptop computers for students of need to complete distance learning activities 2020 – 2021 Master Schedule Committee has begun the process of creating a master schedule Herr Barr has hired 1 German teacher All staff evaluations have been completed for the 2019 – 2020 school year
Community Involvement	<ul style="list-style-type: none"> Rilke Schule was on KTVA news 5.5.20 for the Student Item Pick-up Week Rilke Schule’s Sunshine Committee, RSV and nurse have collaborated to provide financial support for families of need Herr Barr attended the April RSV meeting for a Q&A session with RSV Board Members
School Goals	<ul style="list-style-type: none"> 2020 – 2021 staffing assignments have been provided to teachers Rilke Intern Program is planning to continue for the 2020 – 2021 school year Herr Barr has received the results of the 2019 – 2020 School Climate and Connectedness Survey – will provide detailed analysis of survey results in July Classrooms are prepared for painting German 2nd – 8th grade teachers shared STAMP results with students

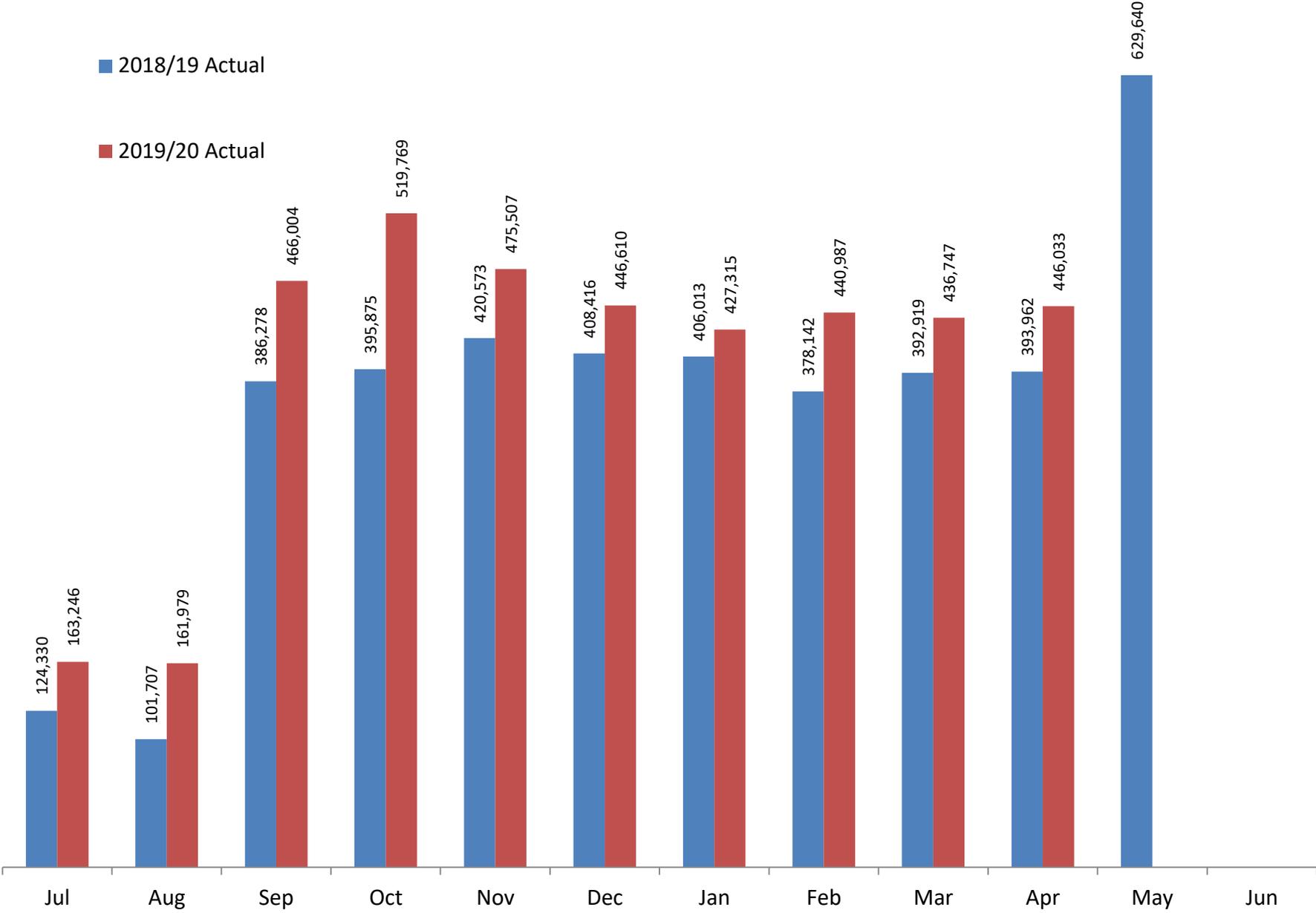
2020 – 2021 Projected Class Sections/projected class size

Grade Level	# of Sections	Proj. Class Size
Kindergarten	4	23 - 24
1st	4	22 - 23
2nd	3	20 - 21
3rd	3	22 - 23
4th	2	24 - 25
5th	2	24 - 25
6th	2	21 - 22
7th/8th	3	26 - 27

Monthly Expenditures 2018/19 vs. 2019/20

■ 2018/19 Actual

■ 2019/20 Actual



Cumulative Expenditures 2018/19 vs. 2019/20

