



Rilke Schule Academic Policy Committee  
Regular Meeting Minutes 6:00 PM  
Thursday, August 22, 2019  
@ Rilke Schule Campus

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](mailto:apc_rilke@asdk12.org). Fifteen minutes are reserved at the beginning and end of each regular meeting for public comments. *Next meeting: Thursday, September 19, 2019*

I. Call to order & Adoption of agenda , approval of May and July minutes, Triboard Minutes

Storter explained meeting procedure to public

Colvin moved to accept and amend the agenda adding one item of new business “Rilke Bus Transportation”

May and July minutes approved; triboard minutes need to be read still

Members present: Barr, Morgan, Bittlingmaier, Storter, Colvin, Weese, von Wichman

Members absent: Wileman, Kochanowski

Late: Parker

II. Public Comments

Elizabeth Kiddle re idea for reading program, passed out some information. Had also brought it up at RSV. Parent-supported reading incentive program. Referred to Herr Barr. Also question on Sprachmeisters. Referred to Herr Barr.

III. Partner organizations reports

1. RSV: per Herr Barr, travel Club looking at taking over the “Kindermode” clothing recycling so they can get the funds towards trips

Looking at a website to maintain a website for PTO sales like Logo Wear sales. Barr is working with them to find the best way to do it. First meeting well attended & lots of activities planned.

2. RSI: Marisa Wang reported. Explained RSI is one of two non-profits that support the school. They basically run the clubs programs. Learned a lot last year, came out about \$10,000 in the red, in some cases due to new expenses such as addendum raise midyear, computer system for registrations, and insurance costs. Trying to find a balance between raising funds to support the school and making it affordable for families. 248 kids registered in clubs as of today. Did raise club rates a small amount for this year to cover costs. May be looking for a few new board members. New focus on strategic planning and

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mission and vision as clubs carry on.

Working on new Logos.

Jason moved to “Move old business A and New Business A to RSI partner organization report.” Colvin 2<sup>nd</sup>. All approved.

Jason moved to approve RSI and RSI Clubs Logo Request. Rebecca 2<sup>nd</sup>.

Discussion: panther tail is wrong ☺ is a lion’s tale. Suggestion to have German flag on top and American on the bottom. And balance sizes of flags.

Jason amended his motion to approve Logos contingent on Bittlingmaiers, Barr and Morgan giving final approval. 2<sup>nd</sup> Claudia. Motion 100% Approved.

Further: RSI will be at Open House

Old Business A) Payment of Rent from RSI funds procedure. Was covered by activities fund in the past (a few rent payments). Ann asked if Marisa thinks that they will ever pay rent in the future. She says not sure yet but are hoping this year will show more precisely what the finances will be.

Also decided not to go after licensing due to cost prohibitive and not in the school’s best interest.

Marisa says financial report can be in August due to fiscal year.

#### IV. Reports

##### A. Officers

Treasurer: IFIS report, July expenditures are on track. Up about 24K is on there because computer cart (one time expenditure) came onto July budget.

No other reports

##### B. Principal: See printed report. 5Fund down to about \$26,000. Kjersti asked how much Activity Fee has been paid. Chris will check on how many have been paid. Usually the majority do pay.

Student count: 501, had projected 515. Teachers and admin had ASD sponsored immersion training. Painting has started.

“Kiss and Goodbye” program: say goodbye to kids in gym. For safety and to save instructional time, parents will not walk kids to class. Claudia will figure out a German name for it.

Frankfurt sister school is coming September 7.

**For next agenda: go over Peaks scores. Very impressive results.**

Upcoming needs: need new furniture in some of our classes. Chris and Rebecca will start working on this. **Kjersti requested plan and budget for next meeting.**

##### C. Teachers

Claudia: Inservice from Helene Curtain, international expert. Lot of ideas and lesson plans. Very valuable. Was for all immersion schools.

Hailey: Started new PD for Fastbridge, new assessment tool to replace Aims/Webb. ASD has a team that will do the assessments.

#### D. Committees

1. Facilities: Rebecca: worked all summer on various projects: getting paint project done. Had some savings – Playground parts were warranty covered. Crosswalk is done.  
\*Due to total cost of project(s) being over the threshold of 25K, has to be Davis Bacon wages. This increased cost of some of the projects but is still within amount approved.  
Concerns about handicap accessibility on side entrances and back. Working on this issue with ASD to start with. More to come on this. Additionally, Kyle with Criterion has given us 650 feet of wheelchair mats for playground accessibility. Not established yet what we are doing with them.  
Schoolwide cleanup was very successful, great turnout. Outdoor and indoor.  
Rilke Outdoors: trying to schedule a meeting for upcoming projects. Apple tree donation needs to be planted in spring.  
HVAC system in building has continuing issues. Has been problematic since we moved into the building. Colvin and Barr are working on it. Has been fixed multiple times, keeps not working right (super hot classrooms). Need to find a permanent solution. Chris is trying to get a meeting for next week with builder, landlord, ASD, etc. Cabinets have been ordered for various locations and should be here by next week.
2. Strategic Planning - not here
3. Performance- later on agenda (exec session)

BREAK: 7:14-7:19

#### V. Old Business

- A. Tabled: Payment of Rent from RSI funds procedure  
See above. RSI financial reporting to APC will be in August annually.
- B. Update on state budget proposal 19/20: advocacy plans  
Impossible to make progress because of the summer political situation. Still planning a leg fly-in in February early in the session with the asks we approved. Needs to be revisited before that happens. Leave on old business.
- C. work session on Charter  
Kjersti, Jason and Ann will set a date before next meeting to work on this and present to the board before next meeting.
- D. Refocusing German Immersion in the Classroom and Building  
Still working on some of the refinements, Chris is getting intern support on getting digital announcement screen into German too. Cultural change but everyone is supporting the effort.

#### VI. New business

- A. RSI and Rilke Clubs Logo Approval – see above

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- B. German Curriculum Materials Grades 3-8 up to \$6,000.00  
Ann moved, Claudia 2<sup>nd</sup>, to approve one-time purchase.  
This is continuation of curriculum materials approved for K-2. Specialized curriculum from Germany for non-native speakers of German.  
Unanimously approved.
- C. Intern Coordinator Contract Renewal: \$10,000 per semester – Jason moved to renew the intern coordinator contract renewal for \$10,000 dollars per semester for the 2019 – 2020 school. Claudia 2<sup>nd</sup> – all approved, no objections
- D. Rilke Bus Transportation:  
Jason explains, ASD does not allocate transportation funds to us (per student count). Rebecca asked why then do we have to pay ASD for field trips. Jason explained ASD position that school field trips do not come from federal transportation funds. Thus ASD cannot cover costs of our buses. This goes into the bigger picture of legislative talking points. Discussion is whether we go to ASD to start with. Jason and Kjersti will get started on this.

VII. Executive Session: personnel 7:50-8:50

VIII. Public comments:

Court Ruddick (sp?) – new kindergarten parent, did not get any information on fee, happy to pay. Also - Federal highway dollars might be specific to just busing to and from school.

Elizabeth Kidde – possibly talk to other charter schools and join together

Claudia: possibly national charter school organization connection

IX. Adjournment at 8:50 PM

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