



Rilke Schule Academic Policy Committee  
Regular Meeting Minutes 6:00 PM  
Thursday, March 21, 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, April 18, 2019*

- I. Call to order 6:00 pm  
Members present: Bittlingmaier, Morgan, Barr, Weese, von Wichman, Colvin, Parker, Storter. Members absent, excused due to business travel: Kochanowski and Wileman
- II. Adoption of agenda  
Chair amended agenda to add E) under new business, discussion to amend charter to change the maximum number of students. AW moved, HM approved
- III. Approval of February minutes and special meeting minutes, all approved
- IV. Public Comments: none
- V. Partner organizations reports
  1. RSV: not there
  2. RSI: working on licensing still in progress, questions re: insurance, profits/loss. Expecting to open registration for next year in the next month or two, April/May
- VI. Reports
  - A. Officers  
Chair: feedback on schoolwide budget letters, Kjersti responded to three parents who wrote with feedback on the letter  
Treasurer: Morten (immediate past treasurer) prepared a report and Jason Storter explained it. Jason Storter has a meeting with Dave Whiting from ASD purchasing, and with landlord, next week to find out the answer to the APC question from last month regarding whether it's possible to pay ahead on rent, if we chose to do so, and how that would work
  - B. Principal: as submitted in writing, went over projected enrollment and anticipated class loads for next year. Expecting 510-520 students based on parent feedback surveys and best judgement.
  - C. Teachers: any problems or issues or requests are flowing through Herr Barr as procedure requires. Did ask teachers for feedback on extending the teacher APC term back to two years and the consensus is that is fine with them. This would require a bylaws change.

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Barr plans to request another SPED teacher from ASD based on SPED numbers we should qualify. SPED money comes out of ASD budget directly, not Rilke budget, although it flows through Rilke budget.

#### D. Committees

1. Facilities: absent
2. Strategic Planning: working on revisions – just a few pages left.
3. Performance: Jeremy working with Jason on enhancements to complaints policy. Will provided revised complaints policy for first reading next month.
4. Election committee final report: presented two written reports, which will be placed in APC files in office. Summarized election results verbally. AW Moved that election be officially certified by APC, JP 2<sup>nd</sup>. Unanimously approved. Ballots will be kept for one year, until next year's election, in ballot box in principal's office.

#### VII. Old Business

- A. Tabled until May: Payment of Rent from RSI funds procedure
- B. Update on state budget proposal 19/20: discussion of current status, still waiting for legislative process to manage final outcomes. CB thinks we do need to send someone to Juneau to lobby. This was previously approved by APC and clarified with ASD that school funds can be used for this type of travel just like any other school board. Barr, Storter and one other APC member if possible will go.
- C. Board training and planning session on April 20: Kjersti wanted to bring this up to make sure we still think it is worth doing in light of potential budget cuts. Storter and most other members agreed that focused training on teamwork and goal setting will be even more important in the potential stressful climate ahead of us. Conclusion is we will stick with training as planned.
- D. Work session: Finish Strategic Plan Revisions Scheduled for March 28<sup>th</sup>, Thursday, 4:00 pm. Rebecca will work on more revision suggestions and send them out prior to meeting.

#### VIII. New business

- A. Election of APC officers and designation of committee chairs  
Nominations for officers were made and 2<sup>nd</sup> by AW, RC, KvW and JP:  
Chair:  
Kjersti von Wichman, Treasurer: Jason Storter, Secretary: Ann Weese, Vice Chair: James Wileman & Givey Kochanowski

Secret ballot was held to choose vice chair, Barr collected votes and tallied by Hayley. James received 4 votes and Givey 3 votes. Ann Weese moved to approve & JP 2<sup>nd</sup> the new slate of officers for 2019-20, Kjersti von Wichman Chair, James Wileman Vice-Chair, Jason Storter Treasurer, Ann Weese Secretary. Unanimously approved.

Chair von Wichman then announced committee chairs for upcoming year:

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- Rebecca Colvin will be Facilities, Givey Kochanowski Strategic Planning, and Jeremy Parker Performance Committee.
- B. Complaint policy alignment with ASD/revision of APC policy: already discussed in performance committee report
  - C. Rilke Marketing Update of Print Materials and Website (kindergarten/parent handbook, ASD duofold brochure, Middle School Brochure, website, etc):  
Kjersti and Ann will meet next week to make a plan with James Wileman, as new vice-chair he will need to supervise external communications. Goal is to have at least parent handbook done by kindergarten roundup on April 19
  - D. Tri-Board Spring Meeting: need to schedule with other boards for April/May. Kjersti will follow up with board chairs.
  - E. Regarding raising enrollment max by amending charter. This is because our current max was based on the wrong data. Discussion of max building occupancy but that is 856 persons total per Roger Weese, this is not the number to base student enrollment cap on. Jason will further research and bring recommendation next month.
- IX. Potential Executive Session (personnel, litigation, legal): none
- X. Public comments  
Gretchen Weiss asked how parents who have volunteered for APC boards will be contacted. She suggested a system where board chairs check in once a month whether there's activity or not, so that volunteers still are connected to their committee. Also asking about school business partnerships.
- XI. Adjournment at 7:34 PM

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