



# Rilke Schule Academic Policy Committee

## Regular Meeting Minutes 6:00 PM

### Thursday, January 17, 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, two-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, February 7, 2019*

- I. Call to order 6:00 pm  
Members present: Wileman, Kjerland, Parker, Weese, Von Wichman, Kochanowski, Barr, Morgan, Bittlingmaier. Student Rep Aubrey Maguire from Student Council.  
Absent, excused: Colvin
- II. Adoption of agenda,  
Amended Agenda approved, adding Susan Oakley as New Business right after first public comment, for a briefing on results of 6-8<sup>th</sup> English curriculum review.
- III. Approval of December 18 minutes, approved
- IV. Public Comments none
- V. New Business A: Susan Oakley reported on process of E/LA curriculum review for middle school and her recommendations. She served on district committee which gave her access to full review. Says our current curriculum is fine but always looking for ways to improve. Recommends what the district also selected, "Springboard" from college board. Cost and full details are not yet available.
- VI. Partner organizations reports
  1. RSV: Christkindlmarkt and cookbook sales in December very successful, still working on Kinderlauf, Fasching, starting to plan for teacher appreciation week
  2. RSI: no report. Kjersti spoke to Marisa Wang recently and they are still finalizing their financial report.
- VII. Reports
  - A. Officers  
Treasurer: printed report; also mentioned if no rent payment from 5Fund this year, should still come in under budget.  
VP: been in contact with Norm on board training, election result will affect need for training. State of the school report due in May, reminded Jeremy as performance chair. Looking into a trip to Juneau to lobby for school funding, with a team from Rilke.  
Secretary: need written summary, calendar, or list of each committee's basic duties, from the chair people, by February 7<sup>th</sup> please.

*"The APC reserves the right to enter into executive session as provided for in State Law on any agenda item. Executive sessions may be entered into for the following subjects as permitted by law: (1) matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the District; (2) subjects that tend to prejudice the reputation and character of any person, provided that the person may request a public discussion; (3) matters which by law, municipal charter, or ordinance are required to be confidential; and, (4) matters involving consideration of government records that by law are not subject to public disclosure. Motions to go into executive session should specify the subject of the proposed executive session without defeating the purpose of addressing the subject in private."*

Planning to meet with ASD Brandon Locke regarding hiring Germans for teaching jobs.

Kjersti & Ann met with Brandon and others from other schools on forming advisory committee for immersion schools.

B. Principal

Introduced Aubrey Maguire who reported on doings of revived student council, they seek to be active partners in school improvement including bathroom issues, ice, and behavior incentives for being quiet during passing time. There are 6 members of student council, 2 from each 6th-8<sup>th</sup> grade. Principal report: as printed; addressed student count change (from old business). Givey asked about restarting Kinderfest as an orientation post-lottery but still in springtime. Also clarified questions on rental policy brought forth by a Rilke parent and activity sponsor.

C. Teachers: working with Colvin on teacher input on strategic plan

D. Committees

1. Facilities: waiting on inventory list from Barr
2. Strategic Planning: no report except as noted by teachers above
3. Performance: passed out recommendations on principal evaluation surveys, APC offered minor edits. Surveys will go out electronically in next week or so. Need to be done by Feb. 15 per principal contract. Secretary noted: annual meeting this year is happening early due to school calendar issues and Valentine's day conflict; as a result, our new board will be the ones voting on the principal contract. Next year we need to make sure the annual meeting date matches the evaluation date so previous year's board is the one that votes on the principal contract, since they have been the evaluators by working with him over the past 12 months.
4. Election committee: have at least 4 candidates, possibly 6, for 4 open seats. Election day will be Feb. 7<sup>th</sup>, with in-person voting at school, and absentee balloting will be available starting Feb. 4<sup>th</sup>. *\*note, day after this APC meeting was the deadline for final confirmation of nominations, and on that day it was established that there are 4 candidates for 4 open seats.*

VIII. Old Business

- A. Tabled until January: Payment of Rent from RSI funds procedure GK moved, JW 2<sup>nd</sup> that we table rent payment discussion until May. Unanimously approved.
- B. 2019-2020 Rilke Schule student count update (budget approved Dec. 18) JW moved to approve updated student count of 516 students for budgeting purposes. JP 2<sup>nd</sup>. Barr clarified a few questions regarding budget. Unanimously approved.

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- C. German Intern Coordinator Funding MoU  
Discussion. Kjersti will follow up with Barr and M. Wang
- D. Cafeteria/lunch tables revised estimate approval: previously approved at \$26,023.00, new estimate \$27,348.00  
JW moved to approve, JP 2<sup>nd</sup>, unanimously approved.
- IX. New business
  - A. (see Oakley report above, regarding MS E/LA curriculum)
  - B.
- X. Potential Executive Session (personnel, litigation, legal)
- XI. Public comments  
Suggestion of a survey monkey to current kindy parents to guide creation of a kindergarten parent handbook for next year.
- XII. Adjournment at 7:18 PM

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