

Special Meeting Minutes, August 9 2018  
Recorded by Rebecca Colvin (thank you)

Here are the minutes for the meeting. Feel free to modify as needed.

Rebecca

Agenda Items for next meeting:

- Vice Principal/Assistant Principal
- Surplus Discussion
- Teachers: Sanders Legacy Project
- Bylaws Review

Call to order 6:05 pm.

Present: Kjersti von Wichman, Givey Kochanowski, Rebecca Colvin, Jeremy Parker, Ann Weese, James Wileman, Morten Kjerland, Shari Showalter (RSV), Principal Barr

- Givey motioned to adopt agenda with removal of consent as not everyone had access to email to read materials beforehand. Parker 2nd. Passed.
- Kjersti motioned to adopt minutes of May 17 and 25 meetings. Givey 2nd. Passed.
- Chair report: Triboard meeting on August 7 was productive. All three boards were represented. Next triboard scheduled for September 6th. Reviewed Triboard handout for distribution at the open house. Minor edits suggested and accepted. Edits to be sent to Gretchen (RSI) who is heading up the handout.
- Vice Chair: Noted APC is overdue for a Bylaws review. At the Spring board training, APC used the Strategic Plan to identify 3 action items for immediate work by each subcommittee. We need to begin staffing these committees to complete the work. Rebecca volunteered to put these into one list and email to the board.
- Treasurer: see emailed report.
- Principal: see emailed report. Open House is August 30th 6 - 7 pm. Decided to do 2 sessions to reduce crowding. 1st at 6 pm, 2nd at 6:45. Principal will note this change as part of Open House email.
- Requested approval of school logo to create name tags for APC, RSV, and RSI members to wear during Open House. James motioned. Parker 2nd. Passed. (I didn't note who requested this be done.)
- Facilities: Purchase of additional lockers was completed, but unfortunately they will not be able to be installed before school starts. Barr will coordinate install to cause minimal disruption as they will be in a highly used hallway. Buzzer for the front door was requested last school year. Due to a schedule conflict, it was not been completed, but is now proceeding quickly.

- Strategic Planning: Reviewed Rilke Outdoor Master Plan and noted APC stated top 6 prioritized items were to be completed in 5 years. Pulling together Rilke Outdoor group to begin work on these. Several grants available for gardens in schools so may start with raised beds as it was 2nd priority item.
- Performance: no report.
- RSV: Busy preparing for the beginning of school activities; schultute, Federmappe, etc. Their annual elections are in October.
- RSI: Clubs update and discussion. RSI only partially managing clubs 1st semester while child care license is obtained. Plan to have full management of all clubs by 2nd semester.
- Givey moved to approve annual Math Whizz purchase for 1st and 2nd graders for a total of \$2,592. Ann 2nd. Passed.
- Playground repairs are needed per inspection. Givey moved to approve repairs to be completed up to \$10,000. Wileman 2nd. Passed.
- Discussed 5 fund and activity fee. Tasked Budget and Finance subcommittee to look at activity fee and 5 fund and what they are used for; discuss supply fee in lieu of parent supplies; and possible policy for reduced activity fee for families with more than 1 student at Rilke.
- Tasked Support and Supply subcommittee with recommending a school policy on who funds what. Once it is finalized and agreed by APC, RSI, and RSV, sign MOU between all boards. Draft policy due at September meeting.
- Wileman motioned to go into executive session. Givey 2nd. Passed.
- Returned to regular session. Discussion of a German Intern Coordinator. Recommended for RSI to pursue.
- Meeting adjured at 7:45 pm.