



Rilke Schule

Academic Policy Committee

Minutes: Regular Meeting

Thursday, November 10, 2016, 6:00 PM
@ Rilke Schule Campus

- I. Call to order 6:01 pm Chair Starter.
Members in attendance: Bearss (BB) Crawford (NC), Barr (CB), Kochanowski (GK), Storter (JS), vonWichman (KvW), Weese (AW), Wileman (JW), Lastufka (KL), RSI Oakley (RO)
- II. Adoption of agenda
JS moved agenda be approved with chnge: move Old Business A & B to before Reports; 2nd by GK, approved unanimously
- III. Approval of minutes
Minutes sent out electronically previous to meeting
- IV. Old Business
 - A. Communication Policy 2nd reading
JS entertained motion to pass as written, KvW moved, GK 2nd
 1. GK moved to amend Communication Method #c to change wording from “are encouraged” to “are directed”. Discussion as to need for teachers to regularly communicate with parents. BB pointed out this is already in their ASD contracts. Friendly amendment accepted to change wording of motion to “Principal will ensure” that teachers....”. Motion fails 1-9.
 2. GK moved, KvW 2nd, to propose addition to Communication Method Section “g”, proposed “all communication from the school or its bodies shall be approved by the principal.”. Motion fails 1-9
 3. GK moved, KvW 2nd, propose addition to Communication Content section, “all Rilke related organizations communicating with the Rilke Schule name will do so with coordination and approval from the principal.”
Vigorous discussion of all three amendments included collaborative process between all RS organizations, what it already says in our charter about communications and lines of control, what do other schools do, what intent of policy is. Goal is to ensure principal has clear authority to approve public communications made in Rilke’s name. Motion to amend passed, 5-2. Question called, communications policy as amended passed unanimously.
 - B. Strategic Plan Document 2nd reading
Explanation of where we are in the editing process. CB went over new

school goals that will be included in policy. G tabled reading to next meeting.

V. Public comments – none at this time

VI. Reports

A. Officers

Chair: election committee will be AW and KL, KL is chair, intent is to appoint Jason Nichols as parent member, JS will confirm and if Nichols not available will appoint another parent. Special note of thanks to CB and BB for their work on the strategic plan.

Treasurer: written report provided prior to meeting, Jason went over it, the budget is looking good.

B. Principal: written report, highlighted healthy budget and excellent audit and good results from behavior plan

C. Teachers: written report plus, traffic is going well and have confirmed Polaris also happy with how it's going; ASD reviewed sound system and this project has already been approved and continues to progress

D. Curriculum Director: not present

Break: 7:05 to 7:15

E. Committees

1. Facilities: none

2. Strategic Planning: James Wileman

Concerns about proposed project of expansion of music room. Unknown impacts to physical plant, how does this fit into our overall strategic plan, APC has not approved/declined this project and we need it to come before the board with an update as to costs, benefits, traffic flow, scheduling, what is actual general design idea (one or two stories, where, uses, and effect on physical plant. JW will continue to work with teacher leading the project to get status update for next meeting, so that APC can decide whether to go forward with this plan and pursue fundraising and include it in the strategic plan for the school.

3. Performance: Givey Kochanowski, looking for a parent volunteer for the performance committee with principal evaluation coming up in the next few months

F. Partner organizations

1. RSV: no representative. Working on Martinstag coming up Friday, and Christkindlmarkt

2. RSI: assisted with Rental Policy revision

VII. Old Business

A. Communication Policy 2nd reading (see above, moved to before reports)

B. Strategic Plan Document 2nd reading (see above)

C. Rental Policy 2nd reading – tabled from 10-20-meeting

Now have input from RSI and their proposed document is substantially different than other drafted policy. Compared both in discussion. Could integrate into old policy or abandon old and replace with new. Questions about which types of organizations would not pay, and how to handle off-hours rentals in terms of who has to come open the building. Referred to facilities committee for preparation of integrated document, they will work with assistance from Bryan Bearss, Ray Oakley/RSI. Will carry over to next agenda.

VIII. New business

A. BPO and Assistant Principal proposal – Herr Barr

BB abstaining from proposal, discussion, process because possible conflict of interest

Estimated costs in principal report. ASD hiring process would be followed. Charter school AP is an APC hire – not union. CB would create job description with APC input. CB feels like both positions are needed and necessary, cannot put one above the other. GK pointed out the intention to eventually hire an AP position was actually approved 2-3 years ago but was postponed until funds would become available. CB has met with ASD budgeting folks to confirm that the position is sustainable in our current budget projections. GK moved that APC move forward with hiring an AP. KL seconded. 7:56 JS called executive session due to personnel discussion. 8:05 reconvened. GK amended language of his own motion: KL accepted friendly amendment, motion now reads: APC approves hiring an AP and directs principal to move forward with hiring, further that the principal shall be supervisor and evaluator of this position. JS moved to amend that compensation package for AP shall mirror ASD financial compensation package. GK 2nd. Amendment passes with 1 abstention. Discussion of concern about exceeding 128K projection. Checked ASD salary schedule, range is within reasonable budget limits. Motion passed unanimously with 1 abstention. Final motion reads: APC approves hiring an AP and directs principal to move forward with hiring, further that the principal shall be supervisor and evaluator of this position, and compensation package for AP shall mirror ASD financial compensation package.

GK moved to approve hiring BPO in January per ASD hiring guidelines. JW 2nd. Discussion to wait until after legislative session in case of funding cuts. Need to find out if we can fire at will if budget is cut since it's a union position. Also if we can shorten our night janitor hours and fund some during the day instead or in addition to night hours. JW tabled to next month.

B. Proposal to assign 15% of activity fee to tech/curriculum support – Herr Barr

JS explained that we already adhere to ASD policy on the activity fee funds so not possible/not needed to further assign funds.

IX. Public comments

re: strategic plan, volunteer engagement strategy, math blocking.

X. Executive session: personnel.

XI. Adjournment at 9:25 PM

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 is comprised of voting and advisory members representing parents, faculty and staff. Parent-elected representatives are serve staggered, two-year terms with elections every February. The Academic Policy Committee highly 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: Thursday December 15, 2016, 6:00 p.m. at Rilke Schule