

Rilke Schule  
Academic Policy Committee (APC)  
June 16, 2016  
Regular meeting minutes

Quorum established by Chair Storter, **meeting called to order** at 6:04pm.

**Adoption of Agenda: Motion** by Jason, **passed** by voice vote unanimously.

**Approval of May meeting minutes as amended (attached): Motion** to approve by Jason, **passed** by voice vote unanimously

## **PUBLIC COMMENTS**

No one from the public checked in at this time

## **REPORTS**

### **OFFICERS REPORTS**

**CHAIR** – none.

**VICE CHAIR** – none

**PRINCIPAL** – not in attendance.

**TREASURER** – Current projection is for a \$100,000 to \$150,000 surplus that will carry forward for next year from the current year operating budget. In addition, approximately \$393,000 will carry forward from two years ago. In other words, for this operating year alone, even with all the “new building” expenses, we finished the year with a minimum of a \$100,000 budget surplus.

Do note, we will have June – August building expenses this year, that we did not last year because we were between buildings.

Approximately \$144,000 is in the “5-fund,” i.e. funds from various fees and revenue sources other than ASD.

**TEACHERS** – none.

**CURRICULUM DIRECTOR** – not in attendance.

## **COMMITTEE REPORTS**

**Facilities** – met with Criterion and ASD this week to discuss a wide-range of issues, ranging from warrantee work to future items. Criterion has a list of 15 warrantee items they will take care of over the summer. Temperature/HVAC issues remain a sticking point, it is felt Siemens needs to address these as a warrantee item, ASD and Criterion will pressure them. Air circulation re-set issue (climbing on the roof), Roger and Criterion say “this is all wrong” and will deal with it. Jason, where are we on the May Pole? No one present tonight is sure.

**Performance** – Givey has Norm from the school board association prepared to come up this summer and work with the APC. Debate about when to have the meeting, general feeling for August. No date set.

## **PARTNER ORGANIZATIONS**

**RSV** – no one in attendance.

**RSI** – finalizing by-laws, should be signed at their August meeting.

## **NEW BUSINESS**

**Building Maintenance** – information item, lengthy discussion of what ASD can and cannot do for us, and how or if RSI can hold the contact with them. ASD initially said they could not provide services because it’s a non-ASD building, but have changed their position. They are willing and able but do not have their internal process set up yet to actually do it. Jason and the Facilities Committee will continue to work hard on this because it is the most cost effective way to achieve regular and professional maintenance services for the building.

**English Curriculum Supplement** – Motion by Jason, second by Givey, to adopt Core Knowledge Language Arts (CKLA) as an equally viable curriculum option for grades K – 2. Discussion: Head teacher Bryan Bearss brings this forward to address three issues: Rilke doesn’t have enough classroom materials right now for the Houghton Mifflin program. Rilke teachers all view the CKLA as a more rigorous curriculum and better as a cross-curriculum program in its design. Rilke currently has access to CKLA materials online free, Bryan is asking for APC’s approval to use it to supplement the Houghton Mifflin language arts curriculum. There is no cost, unless Rilke chooses to purchase hardcopy classroom materials, but that is not necessary.

Teacher representative Frau Cooper and our site-based specialist for English/Language Arts Frau Oakley support it.

Today the motion asks to approve CKLA as a supplement for those teaching language arts. If there is a desire to change the official English language arts curriculum APC will have to go through a process similar to what was done recently for the math curriculum.

Question called after about 20 minutes of discussion, **passed unanimously.**

**Principal Professional Development Class** – Moved by Bryan, second by Kjersti, to authorize a \$2500 professional development bonus to our new principal Herr Barr, pending receipts, to attend a training at the Center for Advanced Research on Language Acquisition, Administration 101. Discussion: the trip to Germany that was discussed fell through. This alternative was strongly recommended by ASD. Use of the bonus is necessary because the training occurs July 11 – 13 at the University of Minnesota, before Herr Barr is on-contract. ASD policy does not allow direct reimbursement until under contract. **Passed unanimously.**

**Rilke Hot Lunch Development** – information item, discussion remains active with ASD on this issue from provision of the services to construction of the kitchen. There are limitations on the space, but construction of a very limited kitchen facilities to accommodate ASD nutrition's needs. This would be a restaurant style wash sink (which was donated and Rilke owns) and warming and cooling cabinets for lunches delivered by ASD. This will not be a true kitchen with refrigerators and ovens.

**Security Alarm System Purchase** – moved by Givey, second by Kjersti to purchase from Guardian Security a system with remote operation capabilities as per the proposal. Discussion: Guardian installed the items we have today but they are minimal. This would provide a full system with motion detectors, intrusion alarms, etc. The remote operation will allow the principal and others approved to operate the system without coming to the building. **Passed unanimously.**

**Vacant APC position, Secretary moving** – APC secretary Eric Pedersen is moving back to Washington State for a new job opportunity. Moved by Eric to appoint James Wileman interim Secretary, second Jason. Discussion: agreed James is a good choice, but when and how does APC select a permanent replacement. Agreed to wait until school is back in session so there is better opportunity for parent involvement. Most likely, there will be a call for interested person in early September. By-laws specify that APC appoint a replacement to finish the term, an election is not held at this time. **Passed unanimously.**

### **Executive session (personnel/finance/negotiations/litigation)**

Chair Storter called the APC into executive session at approximately 7:30pm. (Personnel)

APC returned to regular session at approximately 7:50pm.

### **PUBLIC COMMENTS**

None

**ADJOURNED 8:00**