

**Rilke Schule  
Academic Policy Committee  
April 21, 2016  
Regular meeting minutes**

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Quorum established by Chair Storter, **meeting called to order** at 6:00pm.

**Adoption of Agenda:** voice vote unanimously

**Approval of March meeting minutes: Motion** to approve as corrected by Jason, second by James, **passed** by voice vote unanimously. Corrected minutes are posted on the APC website.

## **REPORTS**

**PRINCIPALS REPORT** – Printed report handed out and attached for the record.

Action items for new business discussed:

Frau Johnson's STEM program trip to Leipzig.

Future Technology Needs discussion. Estimate reduced by one, room 205 (Cooper) already complete.

**TEACHERS** – re-cap of science fairs, A, B1 and B2 testing finished. STAMP in in progress right now. New to ASD and being done in all world languages.

**CURRICULUM DIRECTOR**, not in attendance

## **OFFICERS.**

**Chair report**, all will be part of new business. Herr Barr is very excited, has purchased a home, and will be here all day June 3 with the staff, June 4<sup>th</sup> with Jason.

**Treasurer**, expenses are tracking as projected with budget. Projected surplus could be over 300k, Over \$200K in 5 fund, all expenses being discussed will come from the 5 fund.

**Vice-Chair and Communications.** Communication survey, discussed and report handed out and attached for the record.

**Facilities** – Rilke Outdoors is an official organization. They are able to use the logo. Kjersten, logo use policy is unwieldly because it has to wait for an APC meeting and a vote. Now it's a hindrance. Herr Ball, we are getting more requests. Agenda item for May to discuss, Kjersten will bring forward.

## **PARTNER ORGANIZATIONS**

**RSI**, met yesterday. Lots of discussion, waiting to hear from APC on what you'd like us to do/our role. To move this along RSI will send the APC a list of idea to discuss and work from. RSI can hold funds and could manage rental agreements and funds. RSI is concerned about the regular maintenance on the

building. Could hold funds for emergencies and major projects. Are interested in adding language to their bylaws that they are a supportive group of the APC.

Current RSI officers are:

- Ray Oakley, Chair
- Gretchen Weiss, Vice Chair
- Marissa Wang, Treasurer
- Rebecca Colvin, Secretary
- Roger Weese, member
- Clint Lentfer, member

**RSV**, no representative.

## NEW BUSINESS

**Cabinetry:** Kjersti. Criterion evaluated the media center specifically. Do not have final quote from Criterion yet, early estimate is no more than \$16,000. Money would come from 5 funds. Motion by Kjersti, to spend up to \$18,000 to finish cabinetry in media center and install the projector, paid by 5 fund. Second, James. Passed by voice vote unanimously.

**Classroom projectors:** Motion by Jason to adopt the proposal from Herr Ball at \$9,912. Paid from 5 funds. Second, James. Passed by voice vote unanimously.

**Scholastic magazine subscription:** Motion by James to approve the renewals as proposed by Herr Ball in last month's report. \$2489.35. Second, Kjersti. Passed by voice vote unanimously.

**Sound System purchase proposal,** Motion by Jason to approve up to \$20,000 for sound system purchase from 5 fund. Second, James. Discussion: Bids are from ASD, they would supply the equipment and install. ASD will do an assessment once all the sound baffles are installed in the gym. James, what's the level of urgency? Jason, might be installed within the next month and in use for this year's events. Passed by voice vote unanimously.

**Sports Programs:** Motion by Jason, APC directs the principal to move forward with creating a middle school sports program (6-8). Second Kjersten. Discussion. Conversations should begin soon. Many details need to be worked out to have programs that combine two or three schools. Ideas is with Winterberry and Polaris. Others could be interested. Goal is to have something start in the fall of 2016. Question called. Passed by voice vote unanimously.

**STEM trip:** Motion by James, second Kjersten, to approve \$750 for Frau Johnson's travel expenses. Discussion, Kjersti – should have a line item in our budget for things just like this. Morton is on it. This will come from general operating funds “travel out of district” (not 5). For the record – the principal can spend up to \$500 without coming to the APC. Between \$501 and \$2,000, the Treasurer can approve if it is budgeted and there are sufficient funds. Over \$2,001 requires APC vote. Annual budgeted amount is \$4,500. Treasurer, will report approvals in each month's report. Motion withdrawn, there is a budget line for this and it has sufficient funds at this time and therefore is approved by the Treasurer per current policy and procedure.

**2016/2017 school schedule, start and end times:** Motion by Morton to move school start time back 15 minutes to 8:00am, with corresponding change in school end time. Second, Kjersten. Lengthy discussion followed.

Discussion of survey responses. Revealed by community members in attendance that Polaris parents have done the survey, and they and Rilke community members have done the survey multiple times.. Since the town hall meeting the survey has seen another burst of responses, most of them against changing the start time. Validity of the survey called into question and its value in the discussion and decision making process significantly reduced. Discussion of how and whether or not to do a new survey to get valid results. Conclusion - do a second survey by mail.

Any change to our schedule will require completing a process with DEED according to Chair Starter.

Thought to ask the Municipality to do a traffic study, with the hope it leads to road improvements. Members of the public (Ms. Bowie and Ms. Gould in particular, who have experience in this area) stated the Municipality is not likely to care. In their perspective, a problem that exists for only 15 minutes in the morning and 15 minutes in the afternoon will not warrant time or money being spent relative to larger traffic problems in the Municipality.

Discussion of what the core problem is, conclusions in rank order of severity/importance:

1. Middle School students leaving early to arrive at sports programs at Hanshew Middle School, as much as 20 minutes early every day.
2. Afternoon traffic and parking congestion:
  - a. Parking on 64<sup>th</sup> disturbing neighboring landowners and creating a significant safety issue.
  - b. Lack of available parking in the Rilke parking lot.
  - c. Lack of enough space for vehicles using curbside pickup to line up.
3. Morning traffic and congestion on 64<sup>th</sup>.
  - a. This seems to be an issue for Polaris parents more than Rilke.

Discussion of possible solutions:

- Sports programs, previously discussed at this meeting and a motion passed.
  - This could do the most to alleviate the early departure problem.
- Split start
  - 30 minutes vs 15 minutes
    - 15-minute split start would be very difficult to build the day's schedule around. Would make scheduling the pullouts even harder.
    - 30-minute split would actually improve the daily schedule according to Herr Ball.
    - Would better distribute traffic for pickup as end times would be split, but that has some challenges including staff coverage and families that have children in both "schedules" (morning and afternoon).
  - Teacher input – not in favor of a split start.
- Move start 15 early for all grades
  - Helps, but will not solve the early departures 100% as they need to leave at least 20 minutes early to arrive at Hanshew on time.

- Change pickup methods, lengthy discussion on:
  - Amount of time available for pickup
  - Use of only one pickup lane
  - Policy on not allowing children to walk into the parking lot unescorted
  - Method by which children move from classroom to pickup area and then into gym for late pickup.
- No change

Conclusions:

Working on adjustments to the afternoon pickup process is most likely to resolve the afternoon traffic and parking problems. This will be an expectation for the new Principal. More and better communication of the current pickup window and process could help right now. Several APC and members of the public reported better times to arrive while others reported not understanding they could arrive as late as 3:10 to pick up.

Creation of sports programs should alleviate the middle school student early departure problem and action was taken tonight.

The morning problem deemed not to be that significant as to warrant action.

Moving the schedule ahead 15 minutes might help with the morning traffic, but it does not do enough to alleviate the afternoon problems.

**Motion Tabled**, by James.

**Future Agenda Item:** Chair Storter advised the APC a discussion and possible vote on a single math curriculum for the school could come at the next meeting and that he would be scheduling a townhall meeting for community discussion and input.

**PUBLIC COMMENTS**

None

**Adjourned 8:35pm**