

Rilke Schule

German School of Arts and Sciences

Academic Policy Committee Meeting

November 14th, 2008 at 6:30 pm, 650 W. International Airport Road

Members present: Klaus Mayer (chair), Petra Nickerson, Antje Carlson, Max Gruener, Jeff Ullom, Claudia Bittlingmaier, Debra Schwicht, Crystal Wrabetz (principal)



Present: Cassie Jeremias, Denny Drury, John Levy, Ann Weese, Jim Admunsen, Everett Jewett, Steven Zelener, Linne and Joe Weinberger, Elena Hinds, Liz Crafford, Brett Wilbanks; Arlynda Hermann.

Meeting Minutes

Agenda

1. Call to order
 - a. Public comments: Community comments max. 2 min. each
2. Announcements –
3. Approval of minutes from last APC meeting
4. Reports of officers and standing committees
 - a. Principal report - Crystal
 - b. Finance committee report- Petra
 - c. Building committee - Klaus
 - d. Curriculum committee report-Jo—not present
5. Rilke Schule Verein report - Denny
6. ASD charter school supervisor report – Connie—not present
7. Old business: marketing efforts – RSV/APC – Ann Weese
8. New business: Nutrition committee update
9. Executive session (personnel/finance/negotiations/litigation)
10. Adjournment

Discussion

Call to order: 6:35pm

Public Comments:

Ann Weese: Lauded Joe and Linne Weinberger for their involvement and efforts in improving the pick-up/drop-off at school.

Jim Admunsen: Asked if we had received a DOT report regarding parking. Scott Thomas was

the person in charge of the report. At that point the school had not received the report. Jim reported that the report was positive.

Event announcements for the school:

- German Book Sale: 11/19, 11/21, 11/22/08
- RSV Board and General Information Meeting: 11/20 at 6pm
- Spirit Day: 11/26/08
- Thanksgiving-Holiday 11/27 and 28; no school;
- Picture Retakes: 12/03/08
- Nikolaus-Visit: 12/05/08
- Drama Club Performance: 12//10 and 11 at 6:30pm
- Kinderfest: 12/13/08 from 10-noon

Approval of minutes: Debra moved to approve October minutes, Max seconded, minutes were unanimously approved.

Principal report--Crystal:

Total enrollment: 210;

Distribution:

K- 46	3-22	6-20
1-43	4-23	7-7
2-26	5-15	8-8

10 different languages are spoken in 19 households.

The Lantern Walk and Coat Drive were both successes. [Note on result of the coat drive: 40 warm coats, plus another 25 or so lightweight coats, plus 7 snowsuits/babysuits/fleece suits, plus a shopping bag of boots (7 pr) and a bag of hats and gloves.]

Healthy Lunches Committee will report tonight. Jo Sanders requested that she be allowed to review the input, too, before a final decision is made.

German language dictionary: ‘most complete German dictionary available’ includes slang swear words. One family has purchased their children a more child-friendly version of the German dictionary. The APC is asked to take a look at the dictionary and provide an opinion.

Nurse Elisabeth Lee is working out well for the school. She has ASD and German experience. Her resume will be reviewed in the Executive Session.

The school has a German teacher candidate that may pass the eligibility requirements. Her resume will be reviewed in the Executive Session.

The Verein was interested in auctioning off the front three visitor's parking spaces as a fundraiser. If the APC likes the idea, Crystal suggested that they auction off one month at a time. We should also earmark the funds for a specific purpose, such as the Library or Computer Lab or both. Max interjected that this kind of fundraising disadvantages families who can't afford to participate in the auction and that it would send the wrong message for an educational environment such as ours and the APC should review how such event would align with the school's philosophy. Jeff requested more time to think about the proposal. The matter was tabled until the next meeting.

The Verein was interested providing a drop off/ pick up location for Full Circle Farms. Crystal suggested that we can accept deliveries only for our employees and families or open it up to the larger community. Max explained the organization and idea behind the fresh organic vegetable/fruit box order and delivery from Washington. Various scenarios were discussed, such as becoming a FCF location for Rilke Schule community only, or becoming the drop off for the school and the public. Klaus explained that Winterberry has subscribed to FCF and never had a problem. Leftover boxes would be donated to the school. Jeff motioned to become a pick up and drop off site for FCF for Rilke Schule families. Klaus amended to include the wider community. Antje seconded the motion and amendment. Vote: 4 in favor: 3 opposed. The motion passed.

There is enough interest to start up a Boy Scouts Troop. They would like to meet Tuesdays, once or twice per month. They asked about the final word on the custodial fee. Klaus suggested looking into room rental pricing and a general rule for any room renting at the school will be made during the next meeting. The Building Committee, Klaus, will look into it for next meeting. The question arose whether Rilke Schule would be considered the Sponsoring Organization. Not fully answered.

Finance—Petra : The 09/10 budget was submitted to ASD and entered into IFAS. The current budget has a \$ 62,202 deficit and all cuts that can be made were done. Any rollover money can only be used for equipment and supplies. Debra asked if the school needs janitorial services or if the kids can do some cleaning, i.e. vacuuming. Klaus believed that at this point however the budget situation does not present a crisis. Speculations about the use of roll-over money are ongoing.

Building committee—Klaus: John Levy and Steven Zelener expressed frustration with outstanding payments for Change Point from the school. Zelener and Levy distributed a handout delineating the outstanding expenses. A variety of building issues, particularly janitorial services were discussed and Zelener responded if the school has a problem with janitor, it should contact the janitor. The payment responsibilities of building damages were discussed. Klaus suggested setting up meeting with Brian Underwood from Change Point. Conflicting understanding is ongoing regarding the reimbursements and the deposit. One parent, Joe Weinberger, offered to pay the fees for consulting an attorney. Antje verified the offer and Joe

confirmed. He knows some attorneys and could contact them. Klaus gave him the directive to do so. Steven Zelener suggested consulting an attorney, too. Levy wanted to set up a meeting with the building committee for next week. Klaus requested to review outcomes first and then schedule a meeting in about 2 weeks. It was then arranged to have John Levy organize a meeting with Brian at 9am next week. Snow removal and de-icing: Janitor is supposed to de-ice the area, pending when it snows. Normally it is done early morning or at night. They put de-icing on walk-area. E-mail Zelener about the problem and call the janitor to do the de-icing. Discussion developed whether sanding or de-icing should be done. Back-parking lot signage: John will look into the issue and do what is required to be done. Fencing: Zelener wanted to know about the fencing status. Zelener maintained that they paved the parking lot and therefore did not think that the back lot is their responsibility. Klaus maintained that it is not the school's responsibility either. Zelener reiterated that the undocumented understanding was that they pave the parking lot, Rilke Schule does the fence. For a safe school operation, Klaus responded, a fence was necessary and the issue would come up during the next lease negotiations. The fence is in the ground and stays with the building should Rilke move out. Zelener argued that as a business rental the property would not need a fence. Klaus pointed out that Rilke Schule was the customer at the moment. Zelener and Levy left the meeting after their presentation.

RSV Report —Denny: The RSV is waiting for QSP final bill. The book fair collected \$2000. German book fair is scheduled for next week. The movie nights and Martinstag went well. RSV will sponsor a German movie that is part of the Anchorage International Filmfestival. Film title: *Der Mond und andere Liebhaber* is rated PG13; Producer: Alexander Martens. The film is scheduled to play at the Bear Tooth December 8, 2008. The total donation from the RSV to the AIFF is \$550. The movie maker will come to the school and hold a little workshop related to film making. Primarily the upper grades would attend. Nikolaustag: Will RSV sponsor the event goodies for the bags. A farewell party for interns is scheduled for right after school on Wednesday, November 26th at school.

Claudia Bittlingmeier asked if teachers would get a \$100 start-up money at the beginning at the school year. Cassie and Denny responded that the RSV has tabled it because they don't have allocated money toward that specific purpose yet.

Marketing—Ann: Greg Gould and Ann co-chair the committee; Petra Nickerson and Liz Crafford are members. Goal: marketing will be geared toward recruitment. The committee will meet with RSV to coordinate. Greg (not present) suggested creating items that parents could wear, i.e., Buttons that read: Rilke Schule – ask me about it! A discussion regarding the approval of documents started. Max interjected that marketing should not depend on APC approval. The discussion resulted in the following agreement: Ann sends out message to Crystal and Petra and they approve within a week or sooner.

Nutrition Committee Update—Jim Amundsen : Jim distributed a package containing sign-in sheets of meetings, minutes of the meetings, comments that were collected from a survey. A consensus of all gathered data was made and a consensus direction was recommended to the APC. Out of 4 options, Option 1 was the recommendation: “Drop the Rilke Schule Food Service Policy as written and currently being enforced and implement the ASD Policy and Healthy Choices Guidelines.” The summary of the Nutrition Committee meeting was that “the current policy does not provide adequate detail for parents, places restrictions on lunches that have no basis in nutritional fact, have been inconsistently enforced, and lacks adequate detail for practical enforcement” (Nutrition Committee Meeting Minutes, 11/10/2008). The Committee’s recommendation was criticized because it lacked educational content.

A heated discussion followed. Crystal cited incidences of students bringing sweets to the school and being disrespectful toward adults. One parent maintained that teachers had taken food from the kids and thrown it away. Ann pointed out that she and Antje had already produced a draft of a Food Guideline Handbook for parents and she asked where this document was. Petra pointed out that Carol Comeau had sent an e-mail that read that the school’s current food policy was acceptable. Antje said that she had the revised handbook on her computer and she will also check for Carol Comeau’s e-mail. The tendency of the discussion between the APC and people present in the room was to better educate people about healthier eating and food. The revised handbook will be sent out to the APC for a review. Then it was suggested sending it out to the public and request input and comment. It was agreed to adopt Option 3 of the Nutrition Committee recommendation: “Refine the current Rilke Schule policy and process the required paperwork to go before the ASD Board for a variance. “

Brett Wilbanks: Brett suggested to create an Exploratory Committee” to seek out other options for a school building. Klaus opposed the idea of creating yet another committee and invited him to join the existing building committee. Max suggested looking at alternative ways of utilizing space to get revenue resources. Petra said that a parent contacted her and conveyed a friend’s message that he/she would be willing to look into real estate for the school. The friend is a real estate agent for commercial property. Klaus responded that the real estate agent should contact him directly.

Brett asked if Boys Scout and Girl Scouts are allowed to wear the uniform in school on the day they have a scout meeting. Such practice is customary with Scouts. Perhaps the dress code could be amended to reflect a “scout uniform clause”. Petra offered to look into the uniform and will compare it to the dress code.

The APC meeting was adjourned at 9:45pm by Klaus Mayer.

An executive meeting followed to discuss various matters of personnel, finance, negotiations , and litigation. ###