



**Rilke Schule
Academic Policy Committee
FINAL Meeting Minutes
12 November 2009**

I. CALL TO ORDER

The meeting was called to order at **6:35 PM**.
APC members attending the meeting were:

Jo Sanders, President	Joe Weinberger - Absent
Petra Nickerson, Vice President	Claudia Bittlingmaier, Teacher
Jeff Ullom, Treasurer –Via teleconference	Debra Schwicht, Teacher
Liz Crafford, Secretary	
Frank Mächt	Crystal Wrabetz, Principal
Mary Mead, ASD Charter School Supervisor	

Other attendees at the meeting were:

Greg Gould	Denise Cotton
Stephanie Campbell	Todd Manning
Clint Lentfer	Randy Sulte
Brett Wilbanks	Beth Schlabaugh
Jeff Lentfer	Terri Wood

II. APPROVAL OF MINUTES

A motion was made and seconded to approve the corrected minutes from the October regular meeting. The vote was unanimous.

III. PUBLIC COMMENT PERIOD

A parent commented on the improved new paved parking lot.

IV REPORTS OF STANDING COMMITTEES OR PERSONS

A. Supervisor of Charter Schools

Mary is impressed with how different each charter school is from one another, after attending another charter school board meeting. She informed us that the current big issues from the school district’s perspective are the budget and the charter reapplication document. The charter **MUST** get to Marcia by December 7th. Examples of other school charters are available online. December 14th is the ASD School Board Meeting where the charter will be discussed and approval

hopefully recommended. APC members are asked to attend and be there about 6:30.

Stephanie Campbell and Principal Wrabetz will work on the Charter all day on November 25th. On December 3rd at 11:30 am it will be available for the APC to review in a work session.

B. Principal's Report

The date for the March lottery will be March 25th. We already have 10 applicants.

The flyers for Kinderfest are printed. The first Kinderfest will be held Dec. 5th.

The school is planning for H1N1 vaccinations next Monday. Volunteers will come from Providence. There is no cost to the school. The vaccination is only for children. No staff at this time.

The St. Martinstag Lantern Walk has been advertised.

The Pasch Grant has come through to the Verein for \$15,000 Euros, which is more than \$20,000. Book orders have been prepared for the PASCH money, which is its recommended use. We are not allowed to use the money for consulting fees.

Five staff members are going to an ACTFL conference in San Diego in November. The school district will pay for some of the sub days during the conference.

Our current enrollment is 264.

C. Rilke Verein

Subway Restaurant has a school rewards program. We will look into setting up a program for the school to receive benefits from Subway.

Randy Sulte noted that Alaska Airlines has a program called EasyBiz that can be used to earn airline miles for the school.

D. Building Committee

The inspection for the basement will happen when we get a permit number. Rilke Inc. is waiting on the building committee to provide information about the number of students in the future. Rilke Inc. is still in pursuit of being able to offer a lease to APC for consideration, but it will be contingent on finding traditional financing. The big hurdle is coming up with money. We will not know if we have a financial guarantee for a mortgage until January or March.

A review was presented of the tables showing possible models for future growth of the school, and how that relates to our classroom needs for next year and the

future. It was agreed that we should present the slow growth model of two kindergarten classes to our future landlords as a working model for a new lease. If our projected attrition is higher than the model, we would consider enrolling more students in kindergarten, and could possibly support three kindergarten classes in the future.

Jeff Lentfer expressed the need for a Capital Campaign to raise funds for the school.

E. Curriculum

The board discussed pursuing a federal grant to allow children in grades 4-8 to learn Russian 3 times a week. The board felt this was a good idea to pursue as long as it is not perceived that this would take away from the other material the children are learning. Learning another language as early as possible is seen as a great idea.

The German curriculum committee is Jo Sanders, Ann Weese, and Dagmara Arents. The new English curriculum committee will be Debra Schwicht, Claudia Bittlingmaier, and Stephanie Campbell.

F. Finance Committee

There is \$45,000 still unallocated in the '09-'10 budget, and \$7000 to \$8000 left over from the '07-'08 budget that must be spent before the end of the '09-'10 school year. We are working hard on the '10-'11 budget. It is not balanced yet. Group health insurance went up by \$1300 for next year. We recognize the value of our experienced staff and feel that they contribute greatly to our school.

G. Goals Committee

The goals committee had a session earlier today. The themes of priorities for the school will be summarized and available by the next meeting or on the web.

The suitability document that was created and approved at the October special meeting will be on the web soon. Paper copies are now available.

H. Public Relations Committee

No report

I. Optional Intensives

It was reported that O.I.'s are making money. We have \$3600 in the Verein bank account that is from the program. The coordinators asked:

- 1) Do we need to set a limit for the programs that cost more than \$5. Rock Climbing is \$10 per head and the extra cost is now covered by the program.
- 2) Does the board have any recommendations on what to do with the money?

It was suggested that the Verein look into purchasing insurance so they could sponsor more off site activities during the OI time that wouldn't require a certified teacher in attendance. It was suggested to communicate with ASD Risk Management head Mike Klawitter about options.

V. Old Business

A summary was given of why the potential lender for Rilke Inc. that was in Oakland, CA fell through: Our school did not meet the lower thresholds for demographics to invest in low and middle income neighborhoods.

A board member went to the Albert Einstein German School in San Diego. German Consul Frank Müller was there speaking at the school. When they moved into their new neighborhood the identity of the school and the parents shifted to a more multicultural environment.

VI. New Business

Elections next February:

The board needs to put together a nominating committee, as we will likely need to find more than one person to run for board positions at our February elections. The board would like to see candidates with legal and/or business experience run for the board. The nominating committee should be proactive about soliciting people to run for the board.

Additional Board Member:

It was discussed whether or not to add one additional board position as allowed in our charter. It could be appointed now by the existing board, or added at the time of elections. It was decided that to avoid any sense of favoritism, it would be best to add the position at the time of the open elections in February. Board members all felt it was appropriate to add another position.

A motion was made and seconded to add a position to the board at the February elections. The vote was unanimous.

The meeting was adjourned at 9:22 PM.

Executive Session

An executive session was held to discuss:

Personnel Issues

Contract Negotiation issues for our Building Lease.

Respectfully Submitted,

Elizabeth Crafford, APC Secretary