

WINTERBERRY CHARTER SCHOOL  
ACADEMIC POLICY COMMITTEE dba WINTERBERRY CHARTER COUNCIL

**Minutes**

10/19/23

6 pm at Winterberry, foyer and zoom

**Attendance: Neil Brauer, Shana Garrels, Trevor Holm, Ruger Johnsen, Nick Perry, Julie  
Pepe-Phelps, Becky Porter, Molly Towner, Marc Stover,**

**I. Opening**

A. Motto of the Social Ethic by Rudolf Steiner

*“The healing social life is found  
when in the mirror of each human soul  
the whole community finds its reflection  
and when in the community  
the virtue of each one is living.”*

B. Song

C. Excitement Sharing and Welcoming

**II. Approval of Minutes – May 2023**

**Nick Perry moved to approve the minutes from May 2023. Shana Garrels seconded.  
The May 2023 minutes were approved.**

**Neil Brauer, moved to approve the September 2023 minutes. Nick Perry seconded.  
The September 2023 minutes were approved.**

**Neil Brauer moved to approve the minutes from the 10.17.23 special session.  
Trevor Holmes seconded. The minutes were approved.**

**III. Approval of Agenda**

**Neil moved to amend the agenda to reflect that the September 2023 and October  
17, 2023 Special Session minutes would be approved along with the May 2023  
minutes. Nick Perry seconded. The motion was approved.**

**Nick moved to amend the agenda to reflect the following under business:**

**Item A: election of Becky Porter and Trevor Holm.**

**Item B: Outdoor site proposal and vote**

**Item C: Alaska Reads Act response plan**

**Neil moved to approve the agenda as amended. Trevor Holm seconded the motion. The motion was approved.**

**IV. Community Comments** [3 minutes each] *Please note: This is the public's time to talk and the board's time to listen. Winterberry Charter Council does not hear complaints against students or personnel in public session. It is not the board's practice to engage in discussion or to answer questions during community comments. Commenters' names will be recorded in the minutes. Thank you.*  
**No community comments.**

**V. Informational Reports**

A. Administrator's Report (Julie Pepe-Phelps)

**Principal Pepe-Phelps gave the Administrator's Report (attached below)**

B. Faculty Report (Molly Towner)

**The teachers will be working on grading and planning tomorrow in preparation for parent/teacher conferences next week.**

C. WPG Report (Nick Perry)

**This is GARDEN month and it is important that everyone (especially board members) contribute. Remind people to list the grades of their children and boards they are part of when contributing. The goal is 100% of the school. Corwyn Wilkey talked to the WPG about Winterberry Stage.**

**November 11 is the Beautiful Bazaar, and all of the vendor tables are sold out.**

D. Budget Report (Shana Garrels)

**Shana Garrels gave the budget report. \$100,000.00 that was reallocated to the playyard is not included in the \$907, 161.00 amount. The budget report is attached below.**

E. Committee Reports

**Nick Perry moved to amend the agenda to move the outdoor site committee to Business Item**

**A. Neil Brauer seconded the motion. The agenda was amended.**

1. Administrative Committees [answers to principal]

a. Safety (**Julie Pepe-Phelps**)

**We held an earthquake and fire drill on October 19. The intercom was used and it is working well.**

b. Outdoor Site Committee

No report (Request moved to business.)

d. Vote

2. WCC subcommittees

a. Legislative Policy

**No report**

b. Grant Committee

**No report**

**VI. Business**

A. Outdoor site committee report and request

**Last month, the committee worked on defining the scope of the project with cost estimates and screening firms to complete designs for phase 2.**

**They request the difference between the estimated cost of \$498,000 and the \$100,000 that has already been allocated. Winterberry has money in savings, but there are many unknowns for next year, including the new teacher contract, unfunded mandates of the Alaska Reads Act, and a possible change in the BSA. The school is comfortable allocating an additional \$200,000. The council discussed priorities and decided that the outdoor classroom was the lowest priority item in the plan. The priorities are: mud abatement, playground structures, and putting the electrical in place for an outdoor classroom in the future. The estimated cost for these items is \$361,000.00 Nick Perry moved to approve an additional \$250,000 to the play yard project. Trevor Holm seconded the motion. The motion carried.**

B. Policy and Procedure Review: 5 minutes reminder on item of choice  
**Neil Brauer moved to elect Trevor Holm to seat F and Becky Porter to seat K. Nick Perry seconded the motion. The motion carried unanimously.**

**The current seats:**

**A (faculty) open**

**B (faculty) Jennifer Fuller**

**C (Faculty/staff) Shana Garrels**

**D (parent) Neil Brauer**

**E (parent) open**

**F (parent) Trevor**

**G (parent) Marc**

**H (parent) Chris Griffith**

**I (WCC/WPG liaison) Nick Perry**

**J (parent) Ruger Johnson**

**K (parent) Becky Porter**

**L (community member) open**

**M (community member) open**

B. Alaska Reads Act

a. Update and discussion

b. Response plan

**The WCC read and discussed the letter to Commissioner Bishop that Principal Pepe-Phelps has been working on in consultation with the faculty. Nick Perry moved to approve the letter and send it to Commissioner Bishop. Shana Garrels seconded the motion. The motion carried.**

c. Comments

d. Vote

C. Gratitude

D. Adjournment:

**Neil Brauer moved to adjourn. Nick Perry seconded. The meeting was adjourned.**

*Winterberry's Vision: To receive the children in reverence, educate them in love and send them forth in freedom.*

## **Principal's Report for WCC**

**10-19-23**

**Julie Pepe-Phelps**

### **HEART**

- Please read **Winterberry Business** newsletter each Thursday for highlights of each week and upcoming events. We have a new format---Take a look!
- Working on **20<sup>th</sup> anniversary of Winterberry/Alumni gathering**—if interested, please contact me.
- **Family Dance** on Oct. 6---well attended and a lot of fun!
- **Lantern Walk** Friday, November 17 at 6:30pm

### **HANDS**

- **Woodworking program** with Eric Anderson (former WB Principal-now retired!) and Marya Pillifant (WB founder and former parent). They are looking for others to support this important and popular offering---please contact me for details.
- **Outdoor Site Committee** continues to meet on Wednesday's at 2pm—Thank you to committee members for their hard work and commitment.
- **Classroom and school cleaning**-several classes have contacted teacher to start this support. Thanks to parents and students stay to sweep mud from the halls afterschool!
- **Handwork and Hang** Thursday mornings in the lobby.
- **Outdoor gear---every day.** All students must be prepared for the weather, for outside recess and for Movement class.
- **X-country running** season is over! It was a great season.
- **Winterberry Stage** coming back—started as a class fundraising event!

### **HEAD**

- **Alaska Reads Act** -Letter to Commissioner
- **Charter School Principal's visit**, tour and meeting
- **Alaska Waldorf Charter School principals** Zoom meeting
- **Year-long Faculty professional development/Professional Learning Communities (PLC)**
- **Parent Workshops**-have begun and are well attended
- **Working to update** website and Family Handbook

· **Parent-Teacher conferences** coming up next week Oct.25/26

## October 2023 Budget Report

- Current Encumbered Balance \$907,161
- FY24 Projected Budget Vs. FY25 Estimated Spending
  - Projected Budget, based on estimated student count done November 2022
    - § Est on BSA 245
  - FY24 Adjusted Projected Budget to be given November 2023
    - § Oasis Count ends next week
      - Current Count 258
      - Count based on registered students in month of October
    - § Losing one intensive needs funding
      - Roughly \$77,500 decrease
  - FY25 Estimated Spending
    - § Based on historical figures with estimated inflation
    - § Unknowns-could alter the estimate
      - NEA contract end FY24
        - Teacher, Nurse
        - Increase in Salaries and Benefits
      - Totem Contract
        - Front Desk and Para-professionals
        - Increase in Salaries and Benefits
      - Liability Insurance
        - Increases yearly, based on national claims and risks
    - § Unallocated Spending
      - Currently being paid out of Covid Grant
        - Grant expires June 2024