

WINTERBERRY CHARTER SCHOOL  
ACADEMIC POLICY COMMITTEE dba WINTERBERRY CHARTER COUNCIL

**Minutes**

08/29/24

6 pm at Winterberry, Handwork room

**Attendance:** Neil Brauer, Jennifer Fuller, Shana Garrels, Sarah Glaser, Molly Towner, Julie Pepe-Phelps, Becky Porter, Marc Stover, Shannon Uffenbeck

**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**

Neil Brauer moved to approve the 7.1.24 special session minutes. Shannon Uffenbeck seconded the motion. The 7.1.24 minutes were approved.

Shannon Uffenbeck moved to approve the 7.10.24 executive session minutes. Becky Porter seconded the motion. The 7.10.24 executive session minutes were approved.

**III. Approval of Agenda**

Neil Brauer moved to approve the agenda. Trevor Holm seconded the motion. The agenda 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.*

Neil Brauer gave a community comment.

**V. Informational Reports**

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

attached

B. *Faculty Report (Jennifer Fuller)*

Sarah Glaser is our new faculty chair and WCC faculty rep. The faculty has been working on plans for this year's open house for parents and children. The open house is September 17, 6:30pm-7:30pm.

C. *WPG Report (Nick Perry)*

No report

D. *Budget Report (Shana Garrels)*

attached

E. *Committee Reports*

1. *Administrative Committees [answers to principal]*

a. *Safety (Julie Pepe-Phelps)*

There hasn't been a formal safety committee meeting yet, but today's fire drill went smoothly.

b. *Outdoor Site Committee*

attached

2. *WCC Subcommittees*

a. *Legislative Policy Committee*

- *Alaska Reads Act*

Principal Pepe-Phelps talked with someone at DEED. We need to continue to follow the law. Parents are allowed to opt out of testing.

b. *Grant Committee*

No report

**VI. Business**

A. *Informational Report – Review of Content*

Marc- additional requests for Administrator's report: damage to the building, known open positions.

B. *Continued topic - 24/25 School Wide Topic / Focus for 3 bodies.*

*C. Starting New Committees: The following committees were proposed. Decisions will be made in September regarding their formation, goals, and purpose.*

- a. (WCC subcommittee) JEDI Committee- Justice, Equity, Diversity, Inclusion- Shannon will chair.*
- b. (WCC subcommittee) Treasury Committee- Trevor Holm will chair.*
- c. (WCC subcommittee) Principal hiring committee is needed-Shana is willing to chair.*
- d. (WCC subcommittee) Conflict resolution committee-Marc Stover doesn't want to chair, but will look at the wording.*

*D. Scheduling for Special Sessions / Executive Sessions*  
Will happen via email.

*E. Gratitude*

*F. Adjournment:*

*Becky Porter moved to adjourn. Trevor Holm seconded. The meeting was adjourned at 8:07pm.*

*Principal's Report for WCC*

*8-29-24*

*Julie Pepe-Phelps*

*Winterberry's Mission: Growing the innate potential of each child.*

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

*HEART*

- Please read Winterberry Business newsletter each Thursday for highlights of each week and upcoming events. Great timely information and feature articles!*
- Working on 20th anniversary 2005-2025 of Winterberry/Alumni gathering—if interested, please contact me.*
- Back-to-School Picnic-at Goose Lake—well attended & great time for families to connect*
- Welcoming many new families to Winterberry! Our Hybrid program is at capacity!*
- Farewell in May! The last year of my contract, looking ahead to new leadership!*

*HANDS*

- Outdoor Site Committee worked through the summer and play yard project is complete! Bravo and thanks to the parents who worked to make this a reality.*
- Thanks to volunteer parents worked together to get classrooms ready this year.*
- Classroom and school cleaning throughout the school year-- parent volunteers needed!*
- X-country running season has begun in the capable hands of Coaches Krueger, Jensen and Martin! 60 + students strong. See Winterberry calendar for Meet dates and times.*
- New Kindergarten play space—thanks to Neil Waggoner and others who built sandbox and mud kitchen and to our building owner, Kyle Scalts who purchased all the materials!*

## HEAD

- *Back to school Professional development for faculty—sharing of “social capital” with each other gathered from trainings this summer-will continue through the school year.*
- *Welcome our new Special Education teacher, Greg Choquette!*
- *Welcome our new Handwork paraprofessional, Marne Lastufka!*
- *Parent Workshops starting up again soon-Please consider sharing your talents*
- *DEI (Diversity/Equity/Inclusion) Zoom meeting with Alma Partners*
- *Fall testing window MAP growth and mClass Sept.3-13 Opt-out available.*

*Working on: Virtues Project school wide, increasing parent connection, involvement and understanding, strengthening NVC value communications.*

*Love starts when we push aside our ego and make room for someone else.*

*~ Rudolf Steiner*



*Budget Report- August 2024*

*FY24 Final Close-Out*

- *ASD Budget should have final carry-over amount by mid-September*

*FY25 Adjusted Projected Annual Funding*

- *\$3,233,208 (increase of \$24,252)*
- *Adjusted to reflect one-time funding of \$680 to BSA*
- *Adjusted also includes interest earnings and decrease in special services funds*
- *Another adjustment will occur mid-November when count is finalized*

*FY25 New Totem Contract signed July 31, 2024*

- *Totem Union-comprised of our Administration Assistant and Paraprofessional staff*
- *Well-deserved hourly increase*
  - § *Roughly a 25% increase in pay*
  - § *Hoping to encourage more applicants and create less turnover in the district*
  - § *Change in budget, roughly \$43,000*

*Student Count*

- *Current Registered Students*
  - § *261, budget estimated 250*
  - § *Hybrid-large increase in students, 30 students*
  - § *Numbers won't be final until end of October*

*Encumbered Funds*

- *\$907,160 current saved*
  - § *\$404,481.28 of play yard improvements contract to be paid*
    - *P074290 Roger Hickel \$335,283.65*
    - *P074289 Gordian Group \$2,743.43*
    - *Just received final amounts to create additional purchase request*
      - *Roger Hickel additional \$64,549.99 (\$399,833.64)*
      - *Gordian Group additional \$1,904.22 (\$4,647.65)*

*Current Need Purchase*

- *Snow blower- ours was stolen last year*
- *Researching best option to have before snow falls*

21-August-2024

## Outdoor Site Committee - August 2024 Update

Prepared by Ruger Johnsen

Hooray! As of August 16<sup>th</sup>, our play yard improvements are complete. After 12 years of planning and two years of construction, we have addressed the mud and added play equipment and play structures for the children. All of this was completed with a hybrid of ASD, private money and grants. The number of volunteers and their associated hours are too many to list.

Please refer to the attached schematic for an overview of the improvements and the cost tracker by funding account.

A few key points to highlight:

- Scope amended during the July 1<sup>st</sup> WCC meeting was completed for \$463k, \$77k less than the approved budget
- The field pathway was negotiated into the contract for no additional cost
- Roger Hickel Contracting donated \$45k of construction costs
- The play equipment passed inspection August 15<sup>th</sup> with no deficiencies
- The remaining tasks include closing out contracts, permits and writing thank you

