



Rilke Schule
Academic Policy Committee Minutes
Thursday 17 November 2022
6:00PM @ Rilke Schule

In accordance with Alaska State Statute, the Rilke Schule APC, under contract with the Anchorage School Board, operates this charter school. The purpose of the Academic Policy Committee is to provide strategic governance for the school and its future. The board meets publicly to conduct the business of the school. The board is comprised of voting and advisory members representing parents, faculty and staff. Parent-elected representatives serve staggered, three-year terms with elections every February. The Academic Policy Committee values public comments and encourages all interested parties to submit written public comments on any subject to apc_rilke@asdk12.org. Fifteen minutes are reserved at the beginning and end of each regular meeting for public comments. *Next scheduled meeting December 14*

Present: Colvin, Strauch, Vincent-Lang, Hotch, Truog
Excused Absent: Wileman, Olson, Robertson
Excused Tardy: Weyrens
Present via Zoom: Parker
Guest of the Board: Joslyn Blanchard

- I. Call to order at 6:00 P.M. Facilities Chair Hotch moved to adopt Agenda and Minutes from the 20 October 2022 Meeting and 14 November 2022 Special Meeting. Treasurer Truog seconded. Upon motion duly made and seconded, Agendas and Minutes adopted.
- II. Public Comment: *Members of the public are allowed 2 minutes each and comments must specifically pertain to items on this agenda. We respectfully request that commenters refrain from all identifying references to Rilke Schule teachers/staff/students.*
- III. Partner Organizations
 - A. RSV- no RSV report.
 - B. RSI- no report. Will discuss the MOU when we get to old business.
- IV. Reports
 - A. Officers
 1. Chair- Following ASD work sessions and board meetings and the impact of their decisions towards Rilke. The Chair and Vice Chair have been putting out communication to the Rilke community about the budget cut process. Letter of support towards the Service High School Immersion Program has been submitted to the ASD School Board.
 2. Vice Chair- absent and has no report.
 3. Secretary- tardy and has no report.
 4. Treasurer- See Treasurer report.

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B. Principal- see report.

1. We did contact a candidate today for the English Language Lerner position.
2. ASD will be taking the computers that they are taking offline on November 17. They did offer to loan us 30 computers, but for now there are enough to go around. Member Hotch asks if students should be bringing their own computers, and Principal Strauch suggests that the personal devices stay at home at this time. Secretary Weyrens asks if there is a potential to get the computers back that Rilke paid for after ASD has wiped them, so that students at Rilke can potentially use them at home if needed to access web-based platforms to do school work.
 - a. **ACTION ITEM:** Herr Strauch will find out if Rilke Schule can get the wiped computers back from ASD.

C. Teachers- Staff Representatives Herr Vincent-Lang and Frau Robertson- See Report.

1. The dress code policy needs revision. The language should be easier to understand. Currently it is prone to alternative interpretation than what was likely intended when it was drafted.
ACTION ITEM: Chair Colvin suggests that the Communications Committee can start on the revision by creating a workgroup.

D. Committees:

1. Facilities/Outdoor-

- a. Facilities Chair Hotch had a conference via phone with ASD Maintenance, a Trane Representative, a Siemens Representative and Herr Strauch regarding the HVAC. There are reportedly larger issues than previously thought. Sometime in the next week, a “code” will be used to hopefully use the boiler to cool the warmer rooms, and create a happy medium for the learning environment.
- b. Facilities Chair Hotch met with a Rilke parent, Erik Vorhaas, a civil engineer who had contacted the Principal to offer assistance regarding his observations regarding the sump pump drainage. The placement of the sump pump is fit to industry standards and utilizes the lowest point in the building. Because of the below freezing temperatures, the larger problems with the sump pump have been resolved as the ice is not continuing to grow as a result of the sump pump output.
ACTION ITEM: During the week of Thanksgiving, Facilities Chair Hotch will communicate with Jeremy at ASD to discuss potential solutions. The Rilke parent previously mentioned will also try to meet with Herr Strauch to discuss

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potential more permanent solutions related to the pump drainage field.

2. Performance- Performance Committee Chair Parker reports that the Board needs to review bylaws related to performance. Chair Colvin states that the Board has to track any changes that we make, because any revision has to be reviewed by Jason Hlasney and ASD before it is finalized.
3. Strategic Planning- Strategic Planning Committee Chair Wileman is excused absent. There is not a second Strategic Planning meeting currently scheduled.

ACTION ITEM: Schedule the next Strategic Planning meeting. The Strategic Plan should be revised and finalized before the new Board is in place after the February elections.

V. Old Business

A. MOU with RSI- President Popovici

1. See email summary (supplemental meeting materials folder) from RSI President Popovici.
2. RSI is asking for \$45,000. This will give RSI a 3-month reserve.
3. The Municipality of Anchorage may require RSI to be licensed as a daycare, and RSI has been operating under a waiver. There is a cost involved in getting licensed.
4. RSI is budgeting for a modest surplus this year, due in part to the increased cost for Clubs.

ACTION ITEM: Leave this on the APC Meeting Agenda for December. The Municipality of Anchorage hasn't communicated anything regarding the daycare licensure since April of 2022.

B. Joslyn Blanchard Market Plan Report

1. On a \$10,000 budget, \$3,000 was spent earlier in 2022 for videography. See previous APC minutes. There is currently \$7,000 still available after recent marketing actions.
2. Our Marketing goals are to secure new students in K-1, enhance Rilke's positive reputation in the community, and to retain more 7-8 graders.
3. We will be furthering the goals by targeted marketing in key geographic areas of Anchorage, enhancing digital presence with website and online ads, and increasing awareness of the Rilke K-8 program through sharing stories of Rilke Schule success and other social media campaigns.
4. We have updated the Rilke homepage by adding a facebook newsfeed on the right side, and we have included Herr Strauch's Principal updates under the Rilke Schule News tab. Current data is being populated on the website to keep it current with blog posts and facebook content.
5. The capture form has been created, and will direct those interested in Rilke Schule to the website and a contact person. Flyers are being printed and will be in circulation soon at preschools, and at the

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programs around town that bus children from school to after-school programs. These were all \$0 to produce, and were completed through time donation.

6. With the remaining budget, an estimated \$3,000 will be utilized for social media. We currently haven't allotted the remainder of \$4,000, but some portion will go to the direct mailers that ASD Print now charges for.

VI. Facilities Chair Hotch moved to extend the meeting past 8:00 PM. Treasurer Truog seconded. Roll Call vote unanimous in favor of extending the meeting. Upon motion duly made and seconded, meeting extended.

VII. Executive Session-Personnel- Chair Colvin moved to enter into Executive Session for Personnel. Treasurer Truog seconded. Roll Call vote unanimous in favor of entering into Executive Session for Personnel. Upon motion duly made and seconded, Executive Session commenced at 7:53 PM. Executive Session Convened at 8:11 PM.

VIII. New Business

- A. Principal Contract- Performance Chair Parker moved to have the APC vote to extend a formal job offer to Herr Strauch for the full-time regular Principal position at Rilke Schule for the 2022-2023 school year. Chair Colvin seconded. Roll Call vote unanimous in favor of offering the full-time Principal position for the 2022-2023 school year to Herr Strauch.

ACTION ITEM: Performance Chair Parker will have the contract ready to review before the next regularly scheduled APC meeting in December.

B. Rilke Library

1. A group of interested Rilke community members has been cataloguing and organizing the Rilke Schule library, in an effort to revitalize the offerings that we have to Rilke students. The group has outlined a detailed plan via email to the APC, including short term goals, long term goals, and a funding request. The APC recognizes the importance of having a robust library space and offerings for Rilke students. The funds to be used for this purpose do not come from the APC budget, fall under the minimum required approval amount for the Principal's discretionary budget, and as such will be addressed outside of the APC meeting and under the discretion of Herr Strauch as Principal.
2. Chair Colvin directs Facilities Chair Hotch to work with the group on the requests related to the physical library space.
3. Chair Colvin will accept a motion to approve the mission as stated in the APC Library memo, with room for adjustments to the mission statement as agreed between Communications Chair Olson and Ann Weese. Facilities Chair Hotch moved, Herr Vincent-Lang seconded. Roll Call vote unanimous.

ACTION ITEM: Facilities Chair Hotch will work with Frau Weese on the physical changes that are required to the facility

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for the Rilke Schule library to be improved as requested. Communications Chair Olson will work with Frau Weese to edit and approve the motion as stated in the APC library memo. The plan for the improvement of the library should be included by Strategic Planning Chair Wileman in the Rilke Schule Strategic Plan document.

- IX. Public Comment- Joslyn Blanchard and Frau Brewer provided public comment.
- X. Adjournment- There being no further business to be transacted, the meeting was adjourned at 8:23 PM.

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