



Rilke Schule  
Academic Policy Committee Minutes  
Thursday 15 September 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](mailto:apc_rilke@asdk12.org). Fifteen minutes are reserved at the beginning and end of each regular meeting for public comments. *Next scheduled meeting October 20, 2022.*

Present: Colvin, Olson, Strauch, Hotch Vincent-Lang, Robertson, Weyrens  
Present Virtual: Wileman  
Excused Tardy: Parker  
Excused Absent: Truog

- I. Call to order at 6:14 PM. Facilities Chair Hotch moved to adopt Agendas and Minutes from 24 August 2022 Meeting. Teacher Representative Vincent-Lang 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- Frau Brewer, Staff Representative
    1. RSV is working to get more parent engagement. RSV has several open Board seats that are currently open and/or will be up for election at the October RSV meeting.
    2. RSV is transitioning from Member Planet to Sign-Up Genius.
    3. RSV is busy planning Oktoberfest, Sankt Martin's Tag, Sankt Nikolaus Tag, and Christkindlmarkt.
    4. Rilke 2021-2022 yearbooks are anticipated to arrive in October.
    5. RSV is working to renew Rilke's gaming license.
    6. RSV is going through the Rilke classroom laptops to determine which will be "retired" imminently by ASD, which need to be replaced because they are old versions with the round chargers, and the timeline for doing so.
  - B. RSI- Shawna Popovici, President
    1. RSI has Board elections in April, with several open chairs. She would like to work with APC Communications to give the Rilke Community notice regarding all Board openings and opportunities.
    2. RSI will meet soon with APC to review the RSI yearly budget.

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3. RSI has lost one club, Into the Woods, but were able to provide options for the children that were in that club. The staffing for clubs is “hectic” at times, and they are seeking parent volunteers for after school help, and there are also paid positions with Clubs that are open.

#### IV. Reports

##### A. Officers

###### 1. Chair

- a. Chair Colvin is working with parent volunteer Joslyn Blanchard and other Board Members to develop a postcard mailer to be sent out to local zipcodes to advertise Rilke’s openings and that transfers to Rilke are available year-round.
- b. The ASD Office of Management and Budget has several work sessions dedicated to developing proposals for budgetary cuts. Immersion Programs are on this list of proposed cuts, but Rilke is not in the category discussed owing to Rilke’s status as a charter school immersion program. Some items that are being proposed as cuts could potentially affect Rilke offerings, but not the school overall.
- c. All Board Members should be drafting their Board position roles and descriptions to be submitted no later than the February APC election.
- d. The tri-Board meeting is on September 28, only in person.

###### 2. Vice Chair

- a. Met again with Parent Engagement Committee Members to discuss how to make the best use of Sign-Up Genius in the Rilke Community. It is a useful tool that Rilke is already using on the Rilke website, and all teachers, school administrative personnel, and Rilke Boards have access to create and edit events. Vice Chair Olson is happy to be a resource for those seeking help with Sign-Up Genius, and we have other resources available for those needing it.

###### 3. Secretary

- a. Working to continually update the shared google folder to include all APC agendas, minutes, bylaws, Rilke Charter, and other APC policies and procedures.
- b. Continuing to update information available to the Rilke community regarding dates of APC meetings, and visibility of APC meetings to encourage more Rilke community participation.
- c. Updated name plaques and will update position plaques next month.

###### 4. Treasurer- See Treasurer Report.

- a. Principal Strauch reports that Rilke has already hit the budgeted \$10,000 amount that was budgeted for the 2022-2023 school year for substitute teacher usage. With Treasurer,

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Principal Strauch is working to determine appropriate budgeting going forward. Currently, Rilke can use grants to offset some of these unbudgeted for amounts, or items that were not budgeted for in adequate amounts.

- b. Staff Representative Vincent-Lang reports that historically the Principal created the budget. He appreciates the assistance from Treasurer Truog in developing the 2023-2024 budget.
- c. Chair Colvin also appreciates Treasurer Truog's assistance, and that ASD support is being made available, and being utilized to understand and develop Rilke's budget.
- d. Performance Chair Parker commends the Treasurer and Principal for the level of analysis of the budget going forward, and appreciates the partnership at play between them and the ASD.
- e. Staff Representative Robertson finds the Treasurer Report and budgeting more clear than it has ever been, and she is impressed.

B. Principal- See Principal Report.

1. Rilke needs technology upgrades, especially projector adaptors. The priority should be to continually upgrade technology, utilizing fundraising opportunities where possible.
2. Chair Colvin requests that a wish vs. need list be submitted to the APC for consideration, planning, and budgeting. Technology updates will be a part of strategic planning.

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

1. Rilke received an email from the Frankfurt partner school regarding student exchanges. The student to teacher ratio for these trips has changed from 1 to 5 to 1 to 7 so now Rilke has more flexibility, and the cost will go down for the students that participate. The Nord Rhein Westphalia schools are willing to be flexible with their school calendars to accommodate best times for student exchanges.

D. Committees:

1. Facilities/Outdoor

- a. Facilities Chair Hotch met with Frau Posanka regarding the Meadow Park project. Ground testing is being done to determine the size of the shelter, and thereafter German design elements can be implemented.
  - a. Chair Colvin reports that part of this Meadow shelter/outdoor classroom project was made possible by a \$15,000 grant with donor match of \$15,000. Rilke community needs to continue to rally public support to get the Meadow Park shelter on the 2023 park bond.
- b. HVAC system is being worked on. Chair Colvin also reports that the school painting and furniture for K-5 grades is being incorporated into the Strategic Plan for this year. Frau

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Robertson requests that the Kindergarten furniture be replaced at a higher priority as it is the original furniture from 2007.

2. Performance- Performance Chair Parker reports that Herr Strauch is the Rilke Schule Principal for 2022-2023. Rilke will launch a request for Principal applicants following ASD's process. Bylaw Review will be conducted during work sessions. Changes will be discussed in open meetings as per the Open Meeting Act requirements, and public comments will be accepted there.
3. Strategic Planning- Strategic Planning Chair Wileman reports that the first meeting related to the review and revision of Rilke Schule Strategic Plan in Monday, September 26. They will formulate the plan and bring the draft to the open meeting as per the Open Meeting Act requirements, and public comments will be accepted there. Please contact Strategic Planning Chair Wileman or Communications Chair Olson to participate.

V. Old Business

- A. MOU with RSI- nothing new to report.
- B. Strategic Plan Workgroup- see Strategic Planning report.

VI. New Business- No new business discussed.

VII. Public Comment - No commenters.

VIII. Executive Session - No executive session was held.

IX. Adjournment - There being no further business to be transacted, the meeting was adjourned at 7:25 P.M.

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