

Highland Tech Charter School  
Academic Policy Committee Minutes  
October 14, 2015 6:00p -7:30p

1. Determination of Quorum and Call to Order

- Members in attendance:
  - M. Shapiro
  - B. Bidwell
  - M. Welge
  - G. Kenney
  - A. Tatum (by phone)
  - A. Robinson
  - J. Trampush
  - K. DeHaven
- Guest attendees:
  - Darrell Vincek – Director of Charters

2. Approval of Minutes

- a. August, September minutes
  - i. Motion to approve by B. Bidwell, 2<sup>nd</sup> by J. Trampush . Unanimously approved.

3. Public Comment (2 minutes per participant)

- a. None.

4. Realtor Presentation -- Spire Commercial Real Estate Presentation

- a. Hugh Wade from Spire Commercial and Claire Tatum from Century 21 presented to the Board on their ability to support HTC's building search.
  - i. Mr. Wade has experience working with educational organizations and other non-profits in the Anchorage community.
  - ii. When asked about a realistic timeframe, Mr. Wade suggests that 1.5 years would be required to finalize any kind of arrangement for a new space and to allow for moving.
  - iii. Mr. Wade suggested that it is a great benefit for schools to have a broker to help support a transition and to negotiate lease/purchase agreements.

5. Board Development

- a. Auction Update (Information)
  - i. The preparation for the auction is coming along strongly.
    - 1. Advisory baskets are nearly ready to go!
    - 2. Ticket sales are a major issue right now.
- b. Open Meetings Act Training (Information)
  - i. Multiple board members attended the ASD-provided training on the Open Meetings Act.
    - 1. Overall, the board feels that we have had a strong track record of being in compliance.
    - 2. One goal going forward will be to publicize upcoming agendas more visibly.

6. Compliance (Information)

- a. Treasurer Report
  - i. HTC carried over more money than expected from last year (ended up being more than \$300k).

- ii. M. Shapiro provided the board documentation on all discretionary spending for the year.

## 7. Principal Report (Information)

### a. Budget overview

#### i. Enrollment impact

1. Due to low enrollment, most (if not all) of the carried over funds will be returned to ASD.
2. HTC will make it through the 2015-16 school year, financially.
3. M. Welge asked how enrollment trends will affect staffing and other budget decisions going forward.
  - a. Mr. Shapiro spoke passionately about maintaining staffing levels at all costs. HTC cannot support 7 grade levels with any fewer classroom teachers.
4. Mr. Shapiro suggests that marketing must be the Board's new primary goal and that it might be time to put the building search aside until enrollment stabilizes.

### b. Academic overview (Information)

#### i. ASD Data & ADN Article

1. Mr. Shapiro shared that he has not experienced any negative feedback over the recent ASD article or his editorial response.

#### ii. Empower

1. Mr. Shapiro continues to work with the Empower developers to solve issues with parent contact info.

#### iii. AMP Data

1. Data should be published in November. Mr. Shapiro reminded the Board that this data is not going to be very usable until the district has multiple years of results to calibrate.

## 8. Meeting the mission of the Charter

### a. Committee Reports (Information/Possible Action)

#### i. Building Committee update and Next Steps

1. Multiple board members have toured the former Rilke Shule building, a potential future site for HTC.
  - a. This building offers facilities that the current HTC building does not.
    - i. Examples: gym, kitchen, more rooms, outdoor space, etc.
2. **Motion by G. Kenney (second by A. Robinson) to enter into a renegotiation with ASD over our rental agreement with the current space.** Unanimously approved.
3. **Motion by A. Robinson (second by J. Trampush) for Mr. Shapiro to leverage new relationships within ASD to explore creative facility opportunities (potential building share, for example).** Unanimously approved.

#### ii. Marketing Committee meeting TBD

1. Mr. Shapiro will send out a request to the committee to schedule an official date/time.

### b. Communication (Information)

#### i. Website

1. Mr. Shapiro will be meeting with the district soon to receive training on the new intra-district website system.

#### ii. KSKA

9. Executive Session

- a. J. Trampush moved to enter executive session (second by B. Bidwell). Unanimously approved.

10. Return to Open Session for adjournment

- a. B. Bidwell moved to adjourn (second by G. Kenney). Unanimously approved.