



Rilke Schule
Academic Policy Committee Minutes
Wednesday 23 August 2023
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 21 September 2023*

Present: Rebecca Colvin, Katie Kelly, Megan Olson, Jason Hotch, Mark Truog, Cameron Vincent-Lang, Lisa Robertson
Present via Zoom: Maggie Weyrens, Branden Strauch, Connie Jessen

I. Call to order & Adoption of Agenda and Special Meeting Minutes from 6 June 2023.
Motion to open by Chair Colvin, second by Jason Hotch.

Roll Call Vote:	Rebecca Colvin	Yes
	Connie Jessen	Yes
	Mark Truog	Yes
	Megan Olson	Yes
	Jason Hotch	Yes
	Katie Kelly	Yes
	Maggie Weyrens	Yes
	Frau Robertson	Yes

Motion passed unanimously by all present voting members. Meeting began at 6:01 P.M.

II. Public Comment: No comments

III. Partner Organizations

- A. RSV, Amber Brewer- met over the summer to go over budget. Held regular meeting in August, and coordinated Popsicles With the Principal, clothing sale, and teacher luncheon. Tears and Cheers along with Schultueten tomorrow. Next up is the open house, Oktoberfest 14/15th October. We talked about doing some new fundraising to get more families involved. We have a new online Rilke gear store going for more options for Rilke gear. We are coordinating the school calendar between all of the boards and the front office. RSV will have several open vacancies starting in October, including their president who is stepping down.
- B. RSI- not present. They hosted "Jump into German Camp" for two weeks. It was highly successful, with younger students learning introductions and basic German, older students written and verbal language activities. Both teachers and multiple students want to return next year with expanded camp. RSI meeting September 14.

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IV. Reports

A. Officers

1. Chair Colvin- finalized the bylaws in May, reviewed and approved by Hlasny. These don't need to be approved by the ASD Board because only low-level changes. Working on board training, next is on August 28. Tasks for year-revise strategic plan, create business plan, work on charter renewal.
2. Vice Chair Kelly-nothing new to report.
3. Secretary- will sign bylaws and get put online, doing training along with the Board, getting timeline together for Charter renewal.
4. Treasurer Truog- see report. COVID funding will all be used by the end of next year. How did the supply fee shape out against the cost of supplies? Ended up with ~6k left in account that rolled over. In the future, we will keep tabs of the activity and supply fee amounts. Originally, we looked at supply lists, looked at generic prices, had teachers look at what they needed and came up with the supply cost.

B. Principal- see report. New CKLA is going well. Thanks to Frau Wagner for taking on this project. The German exchange students are joining Rilke for classes in September. There will be various events that the students will get to attend with our students as well while they are in Alaska. They are accompanied by two teachers. Can we announce our Counselor and introduce him to the community? Herr Strauch will ask him to write up something that will go out in the Friday newsletter.

C. Teachers, Frau Robertson- we are fully staffed, maybe better staffed than any other elementary school in ASD. Immersion CKLA implementation is going well. It's great having an immersion model from day one. The German exchange summer trip was very successful and our Rilke students had great compliments, spoke a lot of German, and came back more fluent than before. Our partners like coming 3 months after we are in Germany, as opposed to the following spring. It helps the kids to stay closer. Some kids were paired with 8th graders that are now in high school, and all of the kids from Germany will get to go to Service HS for a day. The German kids will have Rilke students to be partnered with also. Some 6th graders also get to be paired with Fulda students to help show the ropes. There are 5 students in each section between the 7/8th grade. Been working closely with Frau Tarrant, and they have already booked some youth hostels for next year. They already set up dates and projections, so they may be able to tell parents soon. Fulda is our first choice to do an exchange, but we have a school in Aachen that may also work.

1. Herr Vincent-Lang has seen Rilke teachers and staff collaborating in a way that they haven't been able to in a long time. Herr Strauch and some teachers worked on better aligning English and German curriculum. Thank you to the K-3 teachers for working so hard on this new curriculum. Thank you to the paraprofessionals for working so hard to make this successful.
2. We are continuing to look at how we can expand our Germany trip and do it responsibly, and we are adding other travel opportunities in the meantime.

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D. Schülerrat- not yet appointed

E. Committees:

1. Facilities/Outdoor, Jason Hotch- finished painting library in July. Thanks to 25 or so parents that came out to help on the Rilke grounds clean up day. HVAC-worked up a quote with Trane to get AC on two air handling units, no update on that. The units have to be replaced in entirety and electricity has to be beefed up to the building, need to have engineering assure the building can handle the weight. Everyone in the building should be checking to assure air is moving in the East side of the building. With warm days, the ambient air temp is what is pumped into the building. The management company is aware. No solution with the sump pump at the moment. Over the summer we had a fire system and boiler inspection, both passed. Working on outdoor signage quote- have one but looking for a second.
2. Strategic Planning, Megan Olson- we need to schedule a session for the community to provide feedback and connect with the AASB lady that provides specific strategic planning training. Discussion- a great suggestion from our recent Board training was to limit the goals that we put into our strategic plan. Consider rewriting our Mission statement as we move forward with the strategic plan. We have two different missions depending on what document we are looking at. It should be tied to our Charter. It was suggested we also look at potentially renaming the school, i.e. officially dropping the “arts and sciences”. This would be immortalized in the charter, and would be reviewed by the ASD Board in conjunction with that process.
3. Performance, Megan Olson- no report tonight.

V. Old Business

- A. Bylaws- will print this, Secretary Weyrens will sign it, Colvin will write up a piece to go into Nachrichten.

VI. New Business

- A. Professional Development for Teachers - \$20,000- Herr Strauch. Looking for funding to provide professional development for staff. Some of these opportunities are in the state, need funds to use at my discretion to continue to build capacity. We have received funds from ASD, but there are other conferences that occur around the US and we should collaborate, share, and increase our profile by networking with other educators across the nation. Last year Herr Radke and Frau Tappero went to training outside the state and this year would like to give more opportunities to staff. We have been invited to attend and present on Rilke at a conference in Chicago. Herr Strauch and two other educational leaders will be talking about German immersion and student outcomes. Rilke is the most well established school in the group. Cost is about \$3,000 per person, and we would like to take 4 teachers to that. We have also been invited to an immersion conference in SLC in 2024, an international immersion conference. These are opportunities to remain at the forefront of education. We would also use this as a resource for joining AATG and other relevant organizations. The funding would be available for the English teachers as well. Facilities Chair Hotch motioned to approve \$20,000

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for professional development to be approved and authorized by Herr Strauch. Chair Colvin second.

Roll Call Vote:	Rebecca Colvin	Yes
	Connie Jessen	Yes
	Mark Truog	Yes
	Megan Olson	Yes
	Jason Hotch	Yes
	Katie Kelly	Yes
	Maggie Weyrens	Yes
	Frau Robertson	Abstained-conflict of interest

Motion passed unanimously by all present voting members.

B. Request for German Curriculum Coordinator- \$10,000- idea is to have another individual that can help with materials for K-8 to create readers and other materials that German teachers would use in the class to develop literacy. In the past the German materials mirrored what students learned in the English side. With the new curriculum, the German teachers need to adapt their curriculum with the same scope and sequence from what is happening on the English side. We have had 5 days of school. We are currently trying to assess what we need for the German side.

1. Frau Robertson- translation help would be nice because we don't have science materials in 4th grade. It is a huge project and we could use the support. Frau Stacey spent thousands of hours doing this in the past.
2. Herr Vincent-Lang- big question- what is the focus of what that person would be doing? Translating materials? Need to align with foundational skills in German language arts. We have a new CKLA and we need time to see how this goes. The instructional map Frau Wagner created is for the first quarter and could be a road map to develop German LA. Could we have addenda pay for teachers that can do this in house? Herr Strauch suggests we put this on the backburner until we have needs assessment from staff. Then try to come up with solutions. At this point, we can wait on this.

Facilities Chair Hotch made a motion to table this funding request. Vice Chair Kelly seconded.

Roll Call Vote:	Rebecca Colvin	Yes
	Connie Jessen	Yes
	Mark Truog	Yes
	Megan Olson	Yes
	Jason Hotch	Yes
	Katie Kelly	Yes
	Maggie Weyrens	Yes
	Frau Robertson	Yes

Motion passed unanimously by all present voting members.

C. Parking Lot Maintenance Quotes- We have not received many quotes. PTP did pull a quote ranging from seal coating, crack sealing and restriping, and that was more than \$40,000. With the caveat that one contractor noted they didn't want to do that,

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but wanted to see the lot replaced due to the sinking. Facilities Chair Hotch's request is to go with the one PTP provided with crack sealing at \$7,200. This would satisfy our requirement in the lease. PTP can fix the settling in the parking lot. My request is \$7,200. Facilities Chair Hotch motioned that we spend up to \$7,200 on parking lot crack maintenance in the Rilke Schule parking lot. Vice Chair Kelly seconded.

Roll Call Vote:	Rebecca Colvin	Yes
	Connie Jessen	Yes
	Mark Truog	Yes
	Megan Olson	Yes
	Jason Hotch	Yes
	Katie Kelly	Yes
	Maggie Weyrens	Yes
	Frau Robertson	Yes

Motion passed unanimously by all present voting members.

D. Set School Year Meeting Schedule-

1. 2023- September 21, October 19, November 16, December 21
2. 2024- January 18, February 15, March 21, April 18, May 16

Facilities Chair Hotch motioned to approve the meeting schedule change from November 16 to November 15, and to approve the remainder of the dates as presented.

Roll Call Vote:	Rebecca Colvin	Yes
	Connie Jessen	Yes
	Mark Truog	Yes
	Megan Olson	No
	Jason Hotch	Yes
	Katie Kelly	Yes
	Maggie Weyrens	Yes
	Frau Robertson	Yes

Motion passed unanimously by all present voting members.

VII. Public Comment- each commenter was provided 2 minutes for comments.

VIII. Executive Session

IX. Adjournment -Facilities Chair Hotch motioned to adjourn, seconded by Vice Chair Kelly.

Roll Call Vote:	Rebecca Colvin	Yes
	Connie Jessen	Yes
	Mark Truog	Yes
	Megan Olson	Yes
	Jason Hotch	Yes
	Katie Kelly	Yes
	Maggie Weyrens	Yes
	Frau Robertson	Yes

Motion passed unanimously by all present voting members. Meeting adjourned 2004.

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