

**Academic Policy Committee/Birchtree Parent Guild Meeting**  
**Wednesday, April 25, 2012**  
**5:12 pm**  
**Birchtree Charter School**

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**APC MEMBERS PRESENT:** Susan McCauley, Dan Klauder, Donna Levesque, Lori Berrigan, Cathy Lee, Brooke Loudon, Pete Houston, Kirsten Gerrish

**BPG MEMBERS PRESENT:** Susan McCauley, Lori Berrigan, Ruthann Baker, Kelly Nielius, Heather Lee, Amy Sherer, Laura Mahoney, Christy Shae, Jo Terwilliger

Convened at 5:00 p.m.

**I. Parent Partnership Coordinator Update – Tisha Jones**

A. Fundraising – Mr. Bowen’s Class meeting

B. May Faire – Help Needed with food and coordinating the art exhibit that Melanie is wanting to incorporate this year in addition to the talent share. It was clarified that Tisha’s job is to recruit a group of people to help on the day of the May Faire with coordination.

C. Roger has offered to assist with the Birchtree Tree of Growth for the entryway. Each of the eighth graders are doing a tile for this.

D. Monday, May 7, from 12 -1, Gratitude Party for a handful of individuals who worked on the Library this year.

**II. Playscape Update – Cathy Busbey**

The committee has been meeting weekly and communicating with Leon. They have asked Leon to send them a list of big-ticket purchase items so they can be purchased prior to the MSBSD deadline of June 30. Jennifer is working with Lee and Ken on getting supplies locally to build the swings. The timeline to build is the first weekend in August due to the shipping of supplies. There has been talk of four work crews of 7 or 8 people each. Each crew will have a leader and several planning meetings prior to the building project they are assigned to complete.

**III. Thank you to Joe Nolting for Land Donation**

Susan would like to have a formal thank you given to Joe for the donation of the property. Christy Shae is the Chair of the Thank you Committee. It was suggested that each class donate 10 quilt squares and create a quilt for them. Susan will talk with Diana Basner about organizing the quilt project. It was suggested that Mr. Nolting be invited to the end of the year picnic.

**IV. Grant Objectives Update**

Handout was given stating status of each objective. Met with Dale twice and a check list was received with what is needed for the formal evaluation on June 1.

## **V. Parent Satisfaction Survey**

The committee met consisting of Ruthann Baker, Tracey Houser, Lisa Shields, and Tisha Jones. They drafted a survey. It is very important that this be done for the grant. Susan and Tisha looked at the survey coming out of the Seattle Waldorf School and crafted our survey. It gets at overall satisfaction with the school; satisfaction about particular aspects of the school; knowledge of the school's operations and procedures; and open-ended opportunities for parents to make comments or recommended changes regarding the board, the administration, the family's general experiences and the family's classroom experiences. Susan will add a question under I. asking if they are currently satisfied with the education their child/children are receiving. In section III a question asking if they are interested in knowing more about how the APC and BPG work will be added. In section III number 7, delete "in the administration."

**Motion** by BPG Member Budde **Seconded** by BPG Member Nelius **(TO APPROVE DRAFT OF PARENT SATISFACTION SURVEY BY THE BPG)**. The motion **CARRIED** unanimously.

## **VI. Summer Meeting Dates**

May 16, Wednesday BPG Meeting 3:30 p.m.

June 6, Wednesday APC Meeting 2:30 p.m.

The meeting adjourned at 6:00 p.m.

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**I. Persons to be Heard**

**II. New Business**

**A. Principal Report – Susan McCauley**

Lottery Results – went well. Approximately 10 people were present, some of whom brought children which is not advisable. 136 on waitlist with all classes filled. Some classes have gone to 25 due to siblings in another grade. Every class has a wait list.

Waiver Request to MSEA from Reduction in Force – voted down due to their contention that doing so violates State Statute. They did have an attorney weigh in. Very few teachers are going to be pink slipped for this next year. The current situation would allow them to pink slip a teacher and replace them with a non Waldorf certified teacher. This still needs to be addressed for the future.

Susan believes that the MSBSD is going to charge us 5.5% and give us the full 3%.

**B. Treasurer Report – Cathy Lee**

Governor's desk 25 million supposed to be going to the MSBSD. We are trying to determine what piece of these funds is ours.

**Budget Transfers Approval**

\$17,000	Extra Sub Expenses
\$2,000	Custodian's Work Over Contract
\$70,000	Playscape in addition to \$75,000 from bonds
\$10,000	Playscape Consultant
\$10,000	Earth Playscapes Consultants
\$6,000	Signs
\$20,000	Intervention Materials
\$5,205	Office Extended Contracts

**Motion** by Member Gerrish **Seconded** by Member Houston **(TO APPROVE THE ABOVE BUDGET TRANSFERS)**. The motion **CARRIED** unanimously.

### **C. Building Committee Update – Dan Klauder**

Member Dan Klauder presented 4 years of planning for use of our building's space to accommodate growth in enrollment. The four rooms currently unused on the building's top level will gradually absorb middle school classrooms. We will run out of room by the year 2015-16 unless specialty classrooms are turned into grade classrooms, requiring specialty teachers to travel.

An additional kitchen would likely incur additional cost of approximately \$20,000.

**Motion** by Member Berrigan **Seconded** by Member Houston **(TO APPROVE BUILDING PLANS AS PRESENTED BY MEMBER KLAUDER ON BEHALF OF THE BUILDING COMMITTEE)**. The motion **CARRIED** unanimously.

**Motion** by Member Houston **Seconded** by Member Lavesque **(TO APPROVE OUR PAYMENT OF AN ADDITIONAL KITCHEN WITH THE SPECIFIC PAYMENT STRUCTURE TO BE DETERMINED AT A FUTURE MEETING)**. The motion **CARRIED** unanimously.

### **III. Consent Agenda**

#### **A. March Minutes**

**Motion** by Member Lee **Seconded** by Member Gerrish **(TO APPROVE THE CONSENT AGENDA)**. The motion **CARRIED** unanimously.

The meeting adjourned at 7:06 p.m.

Respectfully Submitted by:

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Brooke Loudon, Recording Secretary

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Lori Berrigan, Chair