

Academic Policy Committee
Thursday, September 20, 2012
3:45 p.m.
Birchtree Charter School

APC MEMBERS PRESENT: Susan McCauley, Dan Klauder, Donna Levesque, Lori Berrigan, Cathy Lee, Brooke Loudon, Pete Houston, Kirsten Gerrish, Cara Horvath (On Phone)

STAFF MEMBERS PRESENT: Cathy Busbey

I. Call to Order at 3:45 p.m.

II. Approval of Agenda for today's meeting with addition of executive session after persons to be heard.

Motion by Member Lee **Seconded** by Member Levesque to **(APPROVE THE AGENDA WITH THE ADDITION OF AN EXECUTIVE SESSION)**. The motion **CARRIED** unanimously.

III. Standing Agenda

A. Motion by Member Gerrish **Seconded** by Member Lee to **(APPROVE THE AUGUST 30, 2012 MINUTES)**. The motion **CARRIED** unanimously.

B. Principal's Report

Completed interviews for the PPC on Tuesday. Offered to Mary Beth Feldman. She will be starting on Monday, September 24. They have a child in first grade. She comes with some interesting and relevant work history. She has been a college instructor through an on-line training program and has formal training in conflict resolution. She has a firm understanding of Waldorf Education and knows how to do web pages. It will be in the Friday Update.

C. APC/BPG Liaison Report

Ruth Ann Baker has stepped down as Chair of the BPG. Jennifer Budde is Acting Chair. They are in need of some really solid leadership. We have a very ambitious goal to raise \$60,000. The Auction Committee has met and help is needed. It is yet to be determined if a gaming permit is necessary to have a raffle. The BPG will be using the school fence for businesses to advertise as a source of income for the BPG. We need to recruit someone to be the Chair of the BPG.

D. Treasurer's Report

We are waiting on the new finance software being used by the MSBSD to be functioning appropriately. We don't have any budget transfer requests for this month.

E. Committee Reports

Cathy Buzbey: Playscape Update

The Playscape Committee is meeting on the first Thursday of every month. This Committee is charged with dealing with issues outside of the school building. The

first concern is parking and the bus. The School District's engineer is going to take a look at the parking. All work is done on the playscape for this year. Their next meeting is at 12:15 on October 4.

Member Lee is aware of a huge federal grant that is due in February. It may be advantageous to invite Kelly Strawn to the next meeting to discuss writing this grant for our movement class needs.

IV. Persons to be Heard

V. Executive Session

Motion by Member Lee **Seconded** by Member Levesque to **(GO INTO EXECUTIVE SESSION REGARDING THE STUDENT ENROLLMENT POLICY AND THE SEVENTH GRADE CLASS)**. The motion **CARRIED** unanimously.

Motion by Member Lee **Seconded** by Member Houston to **(LEAVE EXECUTIVE SESSION)**. The motion **CARRIED** unanimously.

Motion by Member Houston **Seconded** by Member Gerrish to **(TO MAKE AN EXCEPTION TO THE CURRENT ENROLLMENT POLICY IN REGARDS TO THE SEVENTH GRADE CLASSROOM UNTIL THE SCHOOL-WIDE ENROLLMENT POLICY IS REVISITED BY THE PEDAGOGICAL COUNCIL)**. The motion **CARRIED** unanimously.

V. New Business – Action Items

A. Pedagogical Council

Motion by Member Levesque **Seconded** by Member Lee **(TO APPROVE THE FORMATION OF A PEDAGOGICAL COUNCIL)**. The motion **CARRIED** unanimously.

B. Elections

Last Friday's Update contained a request for a non-board member parent to be on the Elections Committee. This will be in the Friday Update again tomorrow.

Donna Levesque will be the teacher serving on the Election Committee. If no parents volunteer, Mary Beth Feldman will be on this Committee.

Member Berrigan and Member Houston will be running again. Member Levesque and Member Klauder will be stepping off. Two parent positions are currently open.

Interested applicants must attend the Basic Board Roles and Responsibilities Training on October 11, 2012 from 4-6 pm

C. Scheduling of Retreat

November 30 from 4-8 p.m. and December 1 from 9-3 at Turkey Red.

D. Volunteer Policy Committee

The question is: can there be a money for time policy for volunteers where they receive a certain number of hours for money donated. Dr. McCauley proposes that the PPC chair a Volunteers Committee to write a policy.

Motion by Member Houston **Seconded** by Member Lee **(TO FORM A VOLUNTEER POLICY COMMITTEE WITH THE PPC AS THE CHAIR)**. The motion **CARRIED** unanimously.

E. Communications Committee

Motion by Member Horvath **Seconded** by Member Levesque **(TO FORM A COMMUNICATIONS COMMITTEE WITH THE CHAIR TO BE DETERMINED)**. The motion **CARRIED** unanimously.

Next Meeting Agenda:

Elections
Pedagogical Council
Volunteer Policy
Communication Policy

Next Meeting Date: Thursday, October 18 at 3:45 p.m. at Birchtree Charter School.

Motion by Member Lee **Seconded** by member Loudon **(TO ADJOURN AT 5:18 P.M.)**. The motion **CARRIED** unanimously.