

Birchtree APC

Board Meeting

Date: August 28th, 2013

Time: 3:45 P.M.

Place: Birchtree Charter School



Mission of Birchtree Charter School: to nurture and promote the development of healthy, responsible, and creative human beings.

The Birchtree Learning Plans includes:

- that the personal behavior of adults and teachers at BCS will be an example to the pupils.
- that each class will be a learning community for respect, tolerance, and understanding.
- that BCS is designed to function as a living system that balances initiative and accountability. All teachers, staff, and participants will be asked to make a commitment to develop him or herself along with the pupils.

AGENDA

I. Call to Order 3:45

- II. Approval of the Agenda: Changes to the agenda, add introductions and process clarification, under new business remove items E, F, G to be tabled until next meeting. Add item under D, to revisit the officer positions.
Motion Lori, Kirsten 2nd**

Board introductions: changes,

Cathy Busbey- Principal

Anna Folsom – Secretary

Brandt- Treasurer

Jamey- Pres.

Lori- 2nd

Kirsten- Parent

Debbie- Parent

Need new applicants.

Clarify persons to be heard, in past this was the only time, now I ask that it be changed, persons to be heard will be for any non- agenda items. New business action items there will be time for parents to speak after each item. More informal for board members to address the issue/item.

Moving the schedule for parents to attend and participate.

III. Standing Agenda

A. Approval of June 7th APC Meeting Minutes (document attached)

Motion Lori, 2nd Kirsten, approved

B. Principal Report – Cathy Busbey

2 items to share with the board, current enrollment 335 students, see attachment, also share upcoming professional development for staff and parents, and Donna and George will be here in September 23rd to work with staff and board.

C. Pedagogical Council Report- Donna Levesque

see attachment, there need to be some modifications of the bylaws, maybe approve at next meeting. Also including the PC request form for any questions to the council as a communication and

paper trail. 2 meetings this year so far, we will schedule alternate weeks when we know APC schedule. Last meeting looked at assessment plan and response. She talked about a general curriculum chart, and small form and poster for the school and parents.

C. Treasurer's Report – Brandt Bowen

See attachment: 1st page shows budget submitted in January based on 300, next page based on 335 students. We need to get the district to pay the difference \$321,856. Comparing direct/indirect.

D. Committee Reports: How are these working, and are they active?

-Communication: Things came up the final document was tabled until this year. Mary Beth is in charge and may still be interested. Jamey will ask Mary Beth

-Playscape: Jennifer Budde spoke: Lisa was unable to attend. She worked this summer on parking lot, and greened the playground. The paths are in and compacted. There was a shortage of time, ambition and help. There maybe more opportunity for others to take up with Lisa. **Keep on Agenda.** Lisa worked w/ Dwight. Lori – Plan for redoing the amphitheatre? There is a proposal from Fritz.

-Bylaws: Jamey- Come to my attention there are various versions, we need the same bylaws, updates and revisions need to be given to all members. Feb. 2012 is an older revision. The new one would be when we changed the elections to October and November, Lori went through all the minutes and files, all revisions were shown from the beginning until today. One was not included which was the removal of an APC member, and it is now in the final copy. Revisions should be placed in the document, living document, **Lori will create for next meeting.**

Binders should be made for parents to access, Mrs. Busbey gave permission for Lori to work with Mary Beth. Committee may want to work this to see if there are more options. We would like to get the **committee going again, Kirsten Garrish would like to be a part of it, Cathy Busbey would like to be involved.** Open up to parents to participate in committee. Lori and Kirsten will come up with a process for including parent involvement in meeting. Mrs. Busbey did not have a current bylaw.

-Building: Change to expansion committee. Lee Budde volunteered to be a part of the committee for the growth of the school. Voluntary members; Lee Budde lead, Anna Folsom, Jamey Duhamel, Laura Sampson, Nikki Mullen, Kim Detert, Dan Klaunder.

-Finance: Last year Cathy Lee, Kelly, Cathy Busbey and Pete were to go over budget monthly, from that the treasurers report was relayed to the board. Other members may need to be part of this. **Not a standing committee**, board members can be invited to attend.

- Charter Rewrite committee: Cathy- District rep will come to help with this. Cathy and Lori, Brandt will be on rewrite, Jamey will also, Jennifer Budde, and Donna Levesque.

Future meetings please provide written reports a week before meetings so that reading can be done earlier, and meetings can run efficiently. (Jamey)

A. **Persons to be Heard on non-agenda items**

Diana Basner: & Cara Horvath

- Revise class size: Last spring the class sizes were changed for our target numbers, at this time 1st grade target is 22 and can go up to 24, Not proposed changes that currently affect students this year. Research is stating that this is an important time to have a smaller class size. Kindergarten has an enrollment of 16 and an aide, in 1st grade there is a target of 22 and a support teacher for 1 hour. I recommend that the APC revisit this decisions to lower the class size in 1st and possibly 2nd grade.
- Outreach for BTC: Who is in charge of what? There is no body or person in charge of outreach at our school. Maybe add a committee or outreach to the BPG group. It could benefit our school and perceptions in our community. Lori will take this to the BPG, and ask them to take this up.

VI. New Business/Action Items (Persons to be heard)

A. Music Program:

Lee Budde- Every person should be inspired by true greatness, and cannot be faked. Would like changes to current orchestra teacher.

Jennifer Budde- If we choose to model the easiest path we undermine authority of music itself. This requires a music teacher who is qualified to teach all of the instruments in orchestra. Would like changes to music program staffing.

Lisa Catlett- I have yet to have children inspired or experience excellence in this department. We need to have a good program, finding someone who is a musician and developmentally appropriate is important. Neutral

Emily Hill- She worked all summer to buy her cello almost \$900, she is frustrated. It is hard to see what is happening to her and not enjoying it. Supports changes to music program.

Nikki Mullen- K, 1st, 2nd, 3rd, and 7th: 7th grader loves orchestra and has blossomed the discipline to practice and be good at something. Would like changes to music program.

Melanie Keenan- 6th grade student, former orchestra teacher, I'm asking for a qualified strings teacher to teach my son cello. I am not attempting to undermine anyone, but cannot ignore the children reaching out for help. 36 students have reached out to me, tune, size, hold, play the instrument. This should not be for me to fill. We expect students to have learned in class, I question keeping him in Birchtree, this is not like every other school. Would like changes to music program staffing.

Laura Sampson- 2nd/4th Founding parent invested in music program, and child was told not to bring violin to school, we want to be proud of our music program. Wants changes to music program staffing.

Tracey Houser- 2nd/4th Same founding parent, violin was brought to school on the 1st day excited. A lot of students were sized in spring, we've lost some momentum.

Cathy Lee- Please revisit the charter to see the conflict resolution in the charter. I think this forum has violated our charter, follow it or revisit and change.

Jamey- 1st we did review the policy, and felt this was an appropriate avenue for parents to share at this meeting. There are many people that provided comments to the board that are not present, we have received many comments of concern from others, continue to follow what our charter says about addressing the staff 1st and then Mrs. Busbey to resolve these issues.

Mrs. Busbey- I keep my door open for anyone at any time. In regards to this, only 1 person spoke to me or e-mailed me. Please come speak to me when you have a problem. In regards to the music program Birchtree has not hired a music teacher. New business tonight, we will form an interview committee and hire following the charter process. In May we are in flux our budget was based on our numbers at that time. .5 music position was what we asked for in the budget at that time, negotiated agreements were followed to hire 1 teacher in this way. Now with new numbers we can follow the process. The choice at the beginning of the year was to have no orchestra, or to have a sub. Disappointed that this situation could have been avoided, apology if I have offended anyone about the music program. Please come to me for resolution.

Jamey- I apologize as a board I will try to follow proper procedures. As a board we do not have the authority to direct Cathy in this process. 1 teacher, 1 non teacher APC, Former bylaws were referred to in this process. It was posted in .49 in May, no applicants, contacted HR, repost as .5, posts for 1 week and closes there is one in-district applicant currently. Teachers contributed questions for candidates.

Jamey- Permanent resolution, hire a permanent staff member for this position following the updated process. Please follow procedures for future conflicts.

B. Assessment Plan for 2013-2014

Cathy & Donna: see attachment State Mandate takes affect this year, we have to give raw data K-2, and 3rd graders with delays. See attachment for dates of testing and specifics.

Donna: Pedogogical response, see attachment handout. The council feels that the new standards go against our Waldorf philosophy and charter. We recommend we exempt Kindergartners and utilize AIMS for January and April of 1st grade, 2-5 September and May, and MAP assessment for September and May.

Jamey approval of 2nd through 8th assessment

Anna Folsom motion to approve assessment plan 2nd through 8th.

2nd Brandt Bowen

Lori will check with state plan.

C. Budget Transfers- Brandt

Motion for new orchestra position Lori, Debbie 2nd

Motion for handwork position through CEA, Lori, 2nd Debbie

- D. Attendance Revision: Jill Goldblatt Faris- restates policy
Cathy revision- see attachment
Lori motions to approve revision, Brandt 2nd
- E. Lori motions for Sara to be secretary, 2nd Anna Folsom
- F. Anna volunteers to be BPG Liason, Kirsten motions to add BPG, Anna 2nd
- G. Approval of certified new hires
Cathy see attachment recommends meetings in June/July/August
Motion approval of all new staff members. Brandt
2nd Debbie
1 opposed, almost all in favor
- H. Confirm Next Regular Board Meeting Date and Time: Table for joint meeting.
September 4th 6:00-8:00, the first Wednesday of each month at 6:00.

VII. Future Items/Future Business

- A. Next Meeting Items
-Approve PC bylaws

Adjourn at 5:26ish

Jamey Duhamel, APC Chair
Kirsten Gerrish, Parent, APC Vice-Chair
Debbie McKimmey, Parent
Brandt Bowen, Treasurer

Lori Berrigan, Parent & BPG Liaison
Sara Stewart, Parent
Anna Folsom, Secretary
Cathy Busbey, Principal, Ex Officio