

**Birchtree Charter School
Retreat
APC MEETING
Friday & Saturday, December 2&3, 2011
Turkey Red**

Present: Susan McCauley, Cara Horvath, Kirsten Gerrish, Cathy Busbey, Susan McCauley, Donna Levesque, Brooke Loudon, Pete Houston, Dan Klauder, Lori Berrigan (met with BPG)

Strategic Plan

Building Development:

Enrollment numbers have been determined giving Susan discretion. Additional rent is \$90,000 per year. This objective has been met. It is not necessary to reconvene the ad hoc committee for building development.

Professional Development

Board Strategy:

Board Member Job Descriptions need to be done.

A plan to educate all faculty on the Waldorf Education model has been done. We are committed to Rudolph Steiner College with Winterberry. Enrollment in the certified program is for faculty. This does not include other non-classified staff. Largely done. We have a budget, schedule – grant covers most of cost.

Develop a coordinated curriculum design for Birchtree. The rubrics are in the grant that was received.

Cathy is leading a child study group and student behavior plan. Susan is leading the curriculum group. Susan feels that two more days will be needed to complete this work with faculty. Extended contract time is necessary - \$5,000 per day of 7.5 additional hours of work. We need to vote to approve \$10,000 for this.

\$44,000 per year on property taxes. State law exempts school districts from having to pay them. This needs to be researched for Birchtree.

Parent Education and Support Model: Joint meeting needs to happen with BPG to come up with a plan for Parent Education and Support Model.

- Newsletter
- Assemblies: During the school day at AT&T Sports Center. Festivals, Assemblies, Newsletter, & Music Concert, Parent Meetings. Susan and Cathy B. will create a school-wide schedule where we space these things out.
 - Festivals: Fall, Spring, Lantern Walk (Parents Invited on November 11)
 - School-wide Assemblies: Quarterly at AT&T Sports Center
 - Newsletter: Every other month
 - Music Concert: Winter & Spring
 - Parent Meetings: 4 Times a year with an extended contract for the teachers.

Birchtree Parent Guild Partnership

Set up two joint meetings for the Spring Semester.

OBJECTIVE 1: MAINTAIN A CULTURE OF EXCELLENCE AND HIGH EXPECTATIONS FOR ALL STUDENTS

Success Indicators

Attendance will be 90% in the first year and 92% in the second year school-wide. Susan and Cathy will put together an attendance policy for APC approval at the January meeting.

Behavior

How many discipline referrals did we have and is the number decreasing? Expectations and basic structure of the policy will be presented to APC for approval at the February meeting.

Academic Achievement

Susan will present a report on Student Achievement and the SBA results from last year at the January APC meeting.

Budget

Budget needs to be discussed at the February APC meeting.