

# MINUTES



## Birchtree Parent Guild

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

**Mission of Birchtree Parents Guild:** to support the Birchtree Charter School and its teachers for the betterment of the children attending the School.

**The Birchtree Learning Plan includes that:**

- The personal behavior of adults and teachers at BCS will be an example to the pupils.
- Each class will be a learning community for respect, tolerance, and understanding.
- 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.

**Date: Wednesday, February, 19 2014**

**Time: 3:45-5:30**

BPG members present: Jennifer Budde, Heather Lee, Amy Sharrer, Nancy Black, Kristi Shea, and Paula Warner

Liaison: Debbie McKimmey (for Anna Folsom)

Also attending: Gena Chastain

- I.** Heather called meeting to order and motioned to pass the agenda as amended with G. H. I. J. added and Kristi moved to pass; Jennifer seconded it; all in favor: motion passed.
- II.** Kristi moved to pass the minutes from the January 15, 2013 meeting and Jennifer seconded it; all in favor; motion passed.
- III. New Business**
  - A. Parent Partnership Report-Gena Chastain**
    - Cross-country field trips in February 3-11
    - ELL testing-accommodations Feb 3<sup>rd</sup> and 4<sup>th</sup>
    - School connectedness survey for grades 5-8 February 3-5
    - Menard Sports Complex, Learn to skate program
    - Follow up with pet food donations
    - Update g-mail account and volunteer software
    - Birchtree Charter School enroll and return forms available March 17<sup>th</sup>
    - Prospective parent meeting March 18<sup>th</sup> 6:00PM-7:00PM
      - Kristi, Amy and Heather agreed to represent the BPG at this meeting

- Prospective parent kindergarten meeting March 25<sup>th</sup> 1:30PM-2: 30PM
  - Nancy and Paula agreed to represent the BPG at this meeting
- Valley Festival of the Arts report
- Multi board retreat February 22 9:00-4:00 at Turkey Red

## **B. APC Liaison Report-Debbie McKimmey**

Principal Report- Cathy Busbey

- 12 staff and APC chair attended the conference held at RSC in January. Many were able to visit Waldorf charter schools in the area. Positive praise about all of it!
- 9 staff are registered for Foundations of Waldorf, through Sophia Institute
- School committees moving towards a teacher-led school: assemblies, budget, building, daily schedule, sunshine, calendar, and executive.

(The calendar committee may like input about BPG/school wide events for next year.)

- Non-Violent Communication: Kirsten Garish and Cathy are working on scheduling this sometime in the end of April.
- Pedagogical Council Report – Donna Levesque
- Martyn Rawson presented at the conference and shared his “Waldorf Essentials” These essentials were discussed.

Essentials” These essentials were discussed.

- School visits in CA- Following these visits it was determined that our school needs a commonly-held vision. Who are we? Where are we going?

APC Committees:

- Principal Evaluation- forming a sub-committee to develop a school culture/climate survey. Members will include; a pedagogical council member, parent on the APC, teacher on APC, BPG parent, and the principal.
- Building Expansion – Lee Budde  
This committee met and has decided to come up with possible options for accommodating the growth of our school. They will be researching these options for cost, and the optimal match for our Waldorf philosophy. They would like feedback from the staff and BPG members only, at this step of the process. I have attached the survey and information from Lee, any information you can provide will be greatly appreciated.
- APC board development: Possibly beginning a book study to further the boards understanding of Waldorf philosophy.

The board voted to allow Debbie McKimmey and I, to share the responsibilities of BPG liason.

### **C. Finance Report-Heather Lee**

- Jo has resigned from the BPG.
- The Treasurer position is now open.
- Two expenses will need to be added to the report that was included.
  - Simplicity Parenting books
  - Food and Crafts from the Simplicity Parenting night

### **D. Pay It Forward Month of Service-Amy Sharrer**

#### **Middle grades:**

MYHouse

300 N. Willow St Wasilla

Website [myhousematsu.org](http://myhousematsu.org) or call 373-4357

- \*Items needed- hot meals, shelf stable foods, gas cards, transport to shelter, clothing, tents, sleeping bags, laundry, shower, hygiene products, street outreach, dental and mental health care, vocational services and employment opportunities.

#### **Elementary grades:**

Children's Place

357-5157

#### **School Wide:**

Food Pantry

Eddie Ezelle 357-3769 501 Bogard Rd

This will be done at the staff level. Gina will put information in the Friday update along with location of where and when to drop donations.

### **E. Parent Engagement**

#### **i- Pit Crew- Laura Sampson**

- Spent about 85 dollars on supplies made 8 meals of 10 enchiladas and 5 bags of chili & corn bread.
- We have spices, tortillas and foil pans left
- Worked with a great new to the school parent making the meals--LOTS of fun

- Planning another meal making session making bags of chili to make use up the spices and make our money go farther using dried beans and donated chorizo
- Each month different meals will be made so we can offer a selection
- 4 meals were delivered
- We currently have 2 turkey soups, 6 enchilada meals 5 chili and cornbread meals in the freezer

**ii- Pastries for Parents**

- BPG will host The Prospective Parents/April Pastries for parents April 4

**F. Fundraising**

**i-Community Rummage Sale-Laura Sampson**

Sale planned for 14th and 15th of March, permission has be given to hold the sale at the school

- 7th grade is on for volunteering and have already begun filling in a sig up sheet THANKS Jennifer for bringing this to them!
- The shed is cleaned out and ready for donations we don't have a key but we can get one from Gena whenever we need it.
- We will begin collecting donations to hold in our shed every Thursday from 330-430--if push comes to shove we can also put things under the stairs in our closet.
- Signs were the big problem for the craft sale so we are making plans to have as many signs up as possible including a banner on the fences with directional arrows.
- We will also create an event on Facebook and publish a little piece in Make a Scene.
- We need to get a new credit card reader--ours has been misplaced these are free we just need to order one--can we get one through AK USA? Nancy agreed to take care of this.
- It was decided to have a summer camp promotion table at the rummage sale.
- It was decided that there would be a table to collect parent opinion on building expansion.
- Connect Ed for this event and that a table on the building expansion will be there.

**ii-Summer Arts Camp-Theresa Isaac**

- Dates of camps: June 9-13
- Feb 3: Met with Lisa Shield and she is creating overarching structure using the Playscape Build model. Theresa Isaac will continue her role as administrative coordinator, working with Lisa to incorporate the model.
- Feb 23: Coordinator job descriptions will be completed
- Mar 1: Coordinator job volunteers approached and committed
- Mar 15: Final instructors and course descriptions will be completed by mid-

March

- Mar 20: Advertising plans in place and may begin.
- April 1: Enrollment may begin.
- May 31: Early enrollment ends.

**G. Expansion-Jennifer Budde**

- Building Expansion Option survey was reviewed. Discussion on how to get information from parents was discussed. Possibly putting table at Rummage Sale and May Fair.

**H. Simplicity Parent night-Heather Lee**

- Feedback was reviewed. The night was an overall success.
- Plans to have an every other month or quarterly Simplicity Parent night 2014-2015 were discussed. Making a portion of them required was also discussed.
- Adding a curriculum night
- Simplifying the venue and food
- Suggestion to make parents more aware of The Simplicity Parenting book by bringing it up at Prospective parent nights.

**I. Executive Committee-Heather Lee**

- Executive committee meets every two weeks.

**J. New Board Member-Heather Lee**

- Tatiana Nelson will be at the Multi- board retreat February 22. She may be interested in joining the BPG.

**IV. Prioritization Exercise**

This was started last meeting; however has been put on hold due to time.

**V. Calendar Check-in**

**VI. February 21-High School Initiative Meeting**

- February 22- Multi Board Retreat @ 0900-1600 @ Turkey Red
- March 6 Pastries for Parents.
- March 14 & 15- Community Rummage Sale
- March 19- Next BPG meeting @ 1545
- May May Fair
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**VII. Meeting adjourned @ 5:30PM; Jennifer moved; Paula seconded.**

Next meeting Agenda items

-Changing by laws for dual APC liaison

-Pick click give for next year...vote

When is May Fair? We mentioned the 3<sup>rd</sup>, but I didn't know if it was a final.

