

# 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, January, 15 2014**

**Time: 3:55PM-5:35PM**

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

Liaison: Anna Folsom

Also attending: Gena Chastain, Theresa Isaac

- I.** Heather called meeting to order and motioned to pass the agenda and Kristi moved to pass; Amy seconded it; all in favor: motion passed.
- II.** Heather motioned to pass the minutes. Kristi moved to pass the minutes from the December 18, 2013 meeting and Laura seconded it; all in favor; motion passed.

It was discussed that all reports be sent to BPG secretary by the first Wednesday of the Month to allow them to be distributed 10 days prior to the scheduled meeting on the third Wednesday. With the exception of the APC report that would be sent as soon as possible after the APC meeting that is scheduled on the first Wednesday of the month. This process will allow members to read the reports prior to the meeting allowing for quick approval of reports or discussion if needed.

### **III. New Business**

#### **A. Parent Partnership Report-Gena Chastain**

- Valley Festival of the Arts at Colony High School. January 24, 2014 6:30PM-9:00PM. It is an "Open House" event with several performances running

simultaneously throughout the evening. Birchtree Charter School will have two tables and wall space. We will have a display and demonstrations.

- Menard Sports Center update. Fewer than 20 students participating in the program. Future discussion will take place regarding the break-even point for participation.
- Proposals are being drafted to send out to local businesses requesting discounts for animal feed.

**B. APC Liaison Report-Anna Folsom.**

- Principal Report: Report cards were sent home on Jan.10<sup>th</sup>.  
The executive committee will begin meeting twice a month.  
Portables: We will know in April if the district has portables for us to use, otherwise we will research buying or building some.
- Treasurer's Report: Approved hiring a secretary in training to be trained by Kelly Nelius and hopefully take her place next year. (She is leaving to go sailing around SE Asia) Approved officially hiring Jesse Eddings for orchestra.
- Committees: We slashed a few committees and will narrow them down to two active committees; finance and board development. (Other adhoc committees will be added as needed.)
- Principal evaluation: A committee will be meeting to provide further details about the various ways this could be done.
- Protocol for canceling/rescheduling meetings
- Board 101 debrief: We would like to restructure our meetings, explored options for removing persons to be heard, how to accommodate parent voice, and with our extra time explore a book study.
- Motion to Have a BPG representative on the Principal evaluation committee, regarding how the evaluation would be done by Jennifer, and Amy seconded it. It was agreed that Anna would not vote due to conflict of interest. Vote was one for, 6 against. Motion did not pass. This was put to rest.

**C. Finance Report-Heather Lee proxy for Jo Terwilliger**

- Nothing to report

**D. Pay It Forward Month of Service**

- Kristi narrowed down local charities for the faculty to choose one or two from. The charities were: Valley Community for Recycling Solutions, Food Pantry of Mat-Su, Alaskans for Palmer Hay Flats, My House Homeless Teen Shelter in the Mat-Su, Family Promise Mat-Su or The Children's Place.
- Heather motioned that this be the list that faculty choose from, Laura seconded it; all in favor; motion passed.

**E. Parent Engagement**

**i-Simplicity Parenting family/parent night February 13, 2014 6:00PM-8:00PM**

- Kristi ordered and received Simplicity Parenting books.
- Anna will contact presenters.
- It was decided that we would have food (potato bar), door prizes and childcare.
- It was decided that the Simplicity Parenting committee via e-mail would do further discussion.
- Suggestion to have a Representative from the chosen charity also has a presentation.

#### **ii-Pastries for Parents**

- Nancy will host the next Pastries for Parents February 7th, No agenda, just an opportunity to connect with families.

### **F. Fundraising**

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

- The Rummage Sale will be March 14, 2014 & March 15, 2014 with a half off fire sale on the last day to sell everything.
- The committee has not met yet.
- We will encourage a bake sale and some kids activities so parents can shop.
- Pick-Click-Give discussed. We will need to verify that we are on this list for the future.

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

- Theresa Isaac, the Summer Arts Camps Coordinator is working up a matrix for the instructors and timing of the camps. A Schedule draft schedule was presented. It was agreed that the best form of communication outside of meetings would be email. Theresa's email is [tmisaac@alaska.edu](mailto:tmisaac@alaska.edu)
- Volunteers will need to be recruited. We will need a Materials/Supplies Coordinator, an Advertising Coordinator, Designated on-site camp director, Registration Coordinator.
- A camp budget needs to be made.
- Jack Horner was asked to create a website for the camp.
- An organizational Chart for Communication will be made once positions are filled.

#### **G. Pit Crew**

- Has Funding of \$50 per month.
- Nothing has been spent as of 1/14/14.
- 4 Meals have been given out since the last meeting.

### **IV. Prioritization Exercise**

This was started; however will be completed at our next meeting.

### **V. Calendar Check-in**

- January 24- Valley Festival of the Arts at Colony High School @ 1700-2100.
- February 7 Pastries for Parents.
- February 13- Simplicity Parenting Night

- February 19- Next BPG meeting @ 1545
- February 22- Multi Board Retreat @ 0900-1600 @ Turkey Red
- March 14 & 15- Community Rummage Sale

**VI. Meeting adjourned @ 1735; Laura Sampson moved; Nancy Black seconded.**

A Lead Volunteer potluck followed this meeting. It was a relaxed atmosphere to encourage conversations and awareness of the BPG. The Potluck was a success!