

MINUTES



Birchtree APC

Board Meeting

Date: March 19, 2014

Time: 6:00 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.

APC MEMBERS PRESENT: Kirsten Gerrish, Anna Folsom, Lori Berrigan, Jamey Duhamel, Abigail Sheldon, Rob Catlett, Debbie McKimmey, Cathy Busbey

I. Call to Order at 6:00 p.m.

The meeting was called to order at 6:01 p.m.

II. Approval of the Agenda

Sheldon moved, Folsom seconded approving the agenda. The agenda was approved unanimously.

III. Mission Moment

The mission moment was provided by Anna Folsom.

III. Standing Agenda

A. Approval of February 4, 2014 APC Meeting Minutes

The minutes were not approved and will be rewritten with corrections.

B. Principal Report – Cathy Busbey

Reviewed.

C. Pedagogical Council Report – Donna Levesque

Reviewed.

D. Treasurer’s Report – Rob Catlett

Report discussed.

E. BPG Liaison Report – Anna Folsom

Liaison position discussed. Report reviewed.

F. Committee Reports

- 1.** Communication and Bylaws - No Report
- 2.** Building Expansion – Discussed.
- 3.** Charter Rewrite – No report.
- 4.** Principal Evaluation –

Discussed the survey and timeline. Berrigan moved and McKimmey seconded approving the proposed surveys with changes. Unanimously approved. Surveys could be out by 3/21/14. APC wants them available for two weeks.

There will be a brief meeting on 4/5/14 with Debbie McKimmey, Anna Folsom and Lori Berrigan to compile the raw data.

There will be an executive session meeting of APC on 4/15/14 to review the raw data from 5:30 to 8pm. There will be no teachers present for the executive session.

IV. Persons to be Heard on non-agenda items

Cathy Lee had some concerns about the proposed calendar for next year, specifically changing the day of early release from Friday to Thursday. She requested the documents prepared for hearings be made available to parents ahead of time so parents have ample time to review them before APC meetings.

V. Old Business

A. Charter School Legislation

We discussed bills currently being proposed to the legislature. We have, so far, taken no position on the current pending legislation.

B. Board Development

The board will read "Creativity in Education. The first meeting to discuss the book will be led by Lori Berrigan, date to be announced.

VI. New Business/Action Items

A. Budget

Discussed. Berrigan moved and Catlett seconded approving the 2014-15 school year budget of \$3.9 million with a student count of 345. Passed unanimously. The new PTR will be new business for our next meeting.

B. Debrief of the strategy meeting

This will be included in new business for the next APC meeting.

C. Confirm Next Regular Board Meeting Date and Time

Next regular meeting will be April 2, 2014 at 6 pm. There will be a meeting with Berrigan and McKimmey to compile raw data from the surveys on 4/5/14. There will be an executive meeting of the APC to discuss the raw data from the surveys on 4/15/14 from 5:30-8pm.

VII. Future Items/Future Business

A. Next Meeting Items

The budget and PTR

Lottery procedures

Calendar – early release

Debrief of the Strategy Meeting

Budget Transfer of funds for Board Development books: Creativity in Education

Summary of Motions:

Agenda – approved

Minutes – not approved

2014-15 Budget – approved

Survey – approved with changes

The meeting adjourned at 8:20 p.m.

Board of Directors

- A. Jamey Duhamel, Chair
- B. Lori Berrigan, Vice Chair
- C. Cathy Busbey - Principal
- D. Rob Catlett, Parent, Treasurer
- E. Abigail Sheldon, Parent, Secretary
- F. Anna Folsom, Teacher, BPG Liaison
- G. Kirsten Gerrish, Parent
- H. Brandt Bowen, Teacher
- I. David Ralph, Parent
- J. Debbie McKimmey, Parent