

**Birchtree Charter School**  
**Annual APC Board Meeting Minutes**

**Date: 11/16/16**

**Members in attendance (absent members will be in parentheses):**

(Rob Catlett Chair)	Crystal Spargo, Parent
Mike Shea, Vice Chair	vacant seat, Parent
Cathy Lee, Treasurer	Solvejg Rogers, Teacher
Vacant seat parent	vacant seat, Teacher
Jessica Clarkson, Parent	vacant seat, Teacher
Tim Galloway, Parent	Cathy Busbey, Principal (ex officio)
	Brandt Bowen, Assistant Principal (ex officio)

- I. **Call to order: 18:00pm**
- II. **Motion to approve Agenda:** Motion by Cathy Lee, second by Tim Galloway , approved
- III. **Standing Agenda:**
  - A. **Motion to approve October Minutes and :**
    - Motion by Solvejg Rogers, second by Jessica Clarkson, approved

**B. Principal Report (Cathy Busbey)**

Please refer to the handout provided on the following topics:

- **MAP Data Fall 2016:**

Cathy Lee asked to separate the scores of students from 5<sup>th</sup> grade who have been at BTC since Kindergarten as well as the scores of 8<sup>th</sup> grade students who have been at the school from 2<sup>nd</sup> grade on. This would provide a clearer picture of what our specific program is accomplishing.

Mike Shea asked to see the percentage of IEP students in the grades tested.

Concern id voiced about readiness in computer use for 3<sup>rd</sup> grade testing and how this influences the test results.

- **USDA loan is being pursued**

- Voting processes to be changed based on last process, all teachers who like to participate to fill out an application to be brought forward to the community.
- 16 grades teacher within 52 staff members seem underrepresented in a voting situation, however they spend most time with the children and know the challenges of curriculum/academics/etc.
- Concern about teacher/staff voice over the years
- May consider stronger restriction on who is part of the APC as teacher representative as well as who gets to cast a vote.
- Length of term for teachers to set for 2 years in order to get more applicants regularly
- Add a teacher position immediately as ex officio, non-voting member and next year when Solvejg's term ends, it will have to be a grades teacher to fill that position. Criteria's needs to be created for that position.
- Reinstate the executive council to include a teacher as another way to include a teacher's voice.

#### VIII. Future Items/Future Business

- Board retreat: To be changed to use for APC only and work on survey and have specific 101 retreat for new APC and BPG members at a different time (TBA)
- Bylaws to be reviewed at board retreat December 2<sup>nd</sup> at Turkey Red

Meeting adjourned: 7:40pm

Move to adjourn meeting Jessica Clarkson, second Crystal Spargo