

MINUTES



Birchtree APC

Board Meeting

Date: February 4, 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: Brandt Bowen, Anna Folsom, Lori Berrigan, Jamey Duhamel, Abigail Sheldon, David Ralph, Rob Catlett, Debbie McKimney

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, Bowen 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 January 8, 2014 APC Meeting Minutes

Folsom moved, Bowen seconded approving the minutes. The minutes were approved unanimously.

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

Report discussed. Debbie McKimmey asked to be co-liaison with Anna Folsom.

Approved. The BPG opted not to put a member on the initial Principal Evaluation committee.

F. Committee Reports

- 1.** Communication and Bylaws - No Report
- 2.** Building Expansion – Long term and short term goals
Discussed.
- 3.** Charter Rewrite – Reviewed Cathy Busbey’s report.
- 4.** Principal Evaluation – Reviewed the committee report.

Catlett moved and Ralph seconded a motion to do an in-house evaluation this year. Approved unanimously.

The committee is now to decide what kinds of tools and surveys to use to perform an in-house evaluation of the principal, the APC Board and the school climate as a whole.

This will all be on the agenda for our brief meeting February 16.

IV. Persons to be Heard on non-agenda items

Persons were heard.

V. Old Business

A. Streamline the board meetings

The Board opted to reduce Persons to be Heard to once per meeting, rather than interspersed throughout the meeting. Any time-saving benefit of completely eliminating the Persons to be Heard is currently outweighed by the value of providing parents an opportunity to address the board as a whole during board meetings. The board further decided a consent agenda is not necessary now, but may be utilized in the future.

B. Board Development

The board discussed adding a reading list and review portion to board meetings, to broaden the board’s understanding of Waldorf schools and culture. This topic will be discussed again at the February 16 meeting.

VI. New Business/Action Items

A. Budget Transfer Request

Discussed. Sheldon moved and Bowen seconded approving the budget. The budget was approved unanimously.

B. Feedback from Alliance Conference

The board discussed what they learned at the Alliance Conference.

C. Review Strategic Plan

We reviewed the current strategic plan. Board determined it needs to be updated. We will discuss again at the February 16 meeting.

D. Upcoming Charter School Legislation

Reviewed and discussed. No decisions will be made until Cathy Busbey returns to give more thorough information. This is to be placed in Old Business for a future meeting.

E. Confirm Next Regular Board Meeting Date and Time

Next regular meeting will be March 5, 2014 at 6 pm. There will be a brief Board meeting on February 16 at 10 am. There will be a Board Retreat at Turkey Red on February 22, 2014 from 9 am to 4 pm.

VII. Future Items/Future Business

A. Next Meeting Items

The in-house evaluation of the principal and school; upcoming legislation; board development; reading list and review addition to the APC; the need, if any, for an informational presentation on common core and Waldorf curriculum; the need, if any, for an informational presentation for parents on the workings and requirements of the APC Board.

The meeting adjourned at 7:35 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