

APC Minutes
Birchtree Charter School

Board Meeting
Date: March 3, 2015
Time: 6:00-8:00 pm
Place: Birchtree Charter School

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

APC Members Present: Jennifer Sundquist, Jamey Duhamel, Debbie McKimney, Mike Shea, Abigail Sheldon, Cathy Busbey, Craig Evans, Donna Levesque, Solvejg Rogers, Brandt Bowen and Rob Catlett

Work Session:
3:45-6:00 pm
Work session regarding strategic planning.

I. Call to Order

The meeting was called to order at 6:04 pm

II. Approval of the Agenda

Donna Levesque moved to approve the agenda. Craig Evans seconded. The agenda was approved unanimously.

III. Standing Agenda

A. Approval of Minutes:

Abigail Sheldon moved and Solvejg Rogers seconded approval of the Minutes. The minutes were approved unanimously.

B. Principal Report – Cathy Busbey provided her report.

C. Pedagogical Council Report – Donna Levesque provided her report.

D. Treasurer's Report- Solvejg Rogers provided the treasurer's report.

E. BPG Liaison Report –Debbie McKimney as BPG liaison provided her report and gave a grant-writing committee update.

F. Committee Reports:

-Bylaws Committee –Solvejg Rogers and Abby Sheldon provided a report.

-Building expansion – Rob Catlett provided this report.

- Board Development – Jamey Duhamel provided this report.

-Waiver Request- Still waiting to hear what the school board decided with respect to waivers.

IV. Persons to be Heard

There were no persons to be heard. There were no non-board members present.

V. **Old Business**

Strategic Plan – This was already addressed during our work session. We will continue working on a strategic plan with the Foraker group during our board training.

Foraker Training – We have chosen a day, March 21 2015. We do not yet have a location or exact time, but it will be all day.

VI. **New Business/ Action Items**

- A. Budget Transfer Request. Abby Sheldon moved and Jamey Duhamel seconded the request. The request was unanimously approved.
- B. Term limits – Tabled until after our Foraker training.
- C. Additional Teacher position on the board. Jamey Duhamel moved and Donna Levesque seconded approving the new position. New position was approved unanimously and will be offered to the teacher who received the most votes after the teachers were elected at the last vote: Russel Clark.
- D. Waiver request was tabled until after the School Board has made a decision.
- E. Kirsten Gerrish resigned. Her resignation was accepted by the board.
- F. Principal Evaluation: Rob Catlett will discuss Principal Busbey's progress since last year and the board will do a short evaluation for this year in executive session.

Abigail Sheldon moved and Craig Evans seconded approving a short evaluation titled "Birchtree Secondary Principal Evaluation Form." This was unanimously approved.

VII. **New Business/Non Action Items**

Increased fees for school supplies next year from \$100 to \$125.

We discussed next year's calendar.

Meeting adjourned and executive session began 7:34 pm.

We began executive session regarding the upcoming Principal Evaluation.

Executive Session adjourned at 8:42 pm and the regular meeting resumed.

Abigail Sheldon moved and Craig Evans seconded approving the board evaluation. This was approved unanimously.

Jamey Duhamel moved and Craig Evans seconded retaining Principal Busbey for the 2015/2016 year. Principal Cathy Busbey was retained unanimously.

Our next meeting will be immediately following the work session on April 1, 2015.

Meeting adjourned at 8:45 pm.