



---

# Birchtree Charter School

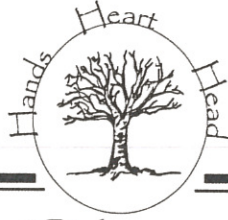
## Principal Report for APC Meeting

April 1, 2015

- **State Board of Education/Early Literacy Screener:** The State Board met on March 19<sup>th</sup> and 20<sup>th</sup>. Birchtree again called in to express their opinion for the early literacy screener. However, the State School Board decided by a 5-2 vote to not allow waiver requests for the early literacy screener. Earlier indications were that the waiver request would pass, but after hearing from people from the Council of Exceptional Children it was decided that the screener needs to be done for all students in all schools.
- **Staffing:** At this time the school will be posting for three positions. They are two special education positions and a second grade position. Additionally, there have been some staffing changes for next year. Two staff members will be changing their current assignment. One will be moving to a 6<sup>th</sup> grade position from a 1<sup>st</sup> grade position, and another staff member will be moving from a special education position to a 1<sup>st</sup> grade position. Both teachers are highly qualified for their new teaching assignments.
- **AMP Testing:** AMP testing began on Monday, March 30<sup>th</sup>. The students are using computers to test. We have not had any issues with technology at this point.
- **MSB Assembly Members:** We are still waiting on a response from the MSB Assembly regarding the property tax reimbursement.
- **Building/Lease renewal:** Mr. Bowen will be discussing two options for the building in the building expansion report.

Respectfully Submitted,

Cathy Busbey, Principal



---

# Birchtree Charter School

---

7107 E Palmer-Wasilla Highway - Palmer, AK 99645

TO: APC  
FROM: Donna Levesque, Pedagogical Dean  
SUBJECT: Pedagogical Council Update  
DATE: 3/27/15

In its recent meeting, the Pedagogical Council has pursued the following topics:

1. **Field trips:** A final draft of the proposal for standard field trips, organized by grade has been approved. This will be presented to the staff and included in the Parent Handbook.
2. **Fundraising:** The Council has revised its fundraising proposal, adopting suggestions made by the BPG. I will share this draft with the BPG, and pending their approval; will bring it back to the Council for a final decision.
3. **Second Grade Assessment:** Second grade assessments have been conducted on nearly all students targeted for this school year. A second grade assessment mentor from Rudolf Steiner College will be working with Susan Halseth, Loni Jirik, and myself to develop a complete plan for next year.
4. **Mentoring:** The Council will draft a plan to provide a broad base of mentoring for our staff next year, to include offering Flight courses at regular intervals. This serves as an effort toward helping teachers new to Waldorf education as well as to further develop currently trained teachers.



Budget Report  
04/01/15

<b>Non Discretionary</b>	<b>Approved budget*</b>	<b>Actual budget</b>	<b>Revised Budget</b>	
Regular Education (110 F)	2,168,218	2,168,218	2,168,218	
Special Education (200 F)	401,972	401,972	401,972	
Recess Monitors (301F)	31,737	31,737	31,737	
Guidance Counseling (320F)	30,753	30,753	30,753	
Health Services (330F)	22,003	22,003	22,003	
School Administration (400F)	292,198	292,198	292,198	
Admin Support (450F)	130,591	130,591	130,591	
Operations and Maintenance (600F)	57,799	57,799	57,799	
Student Activities (700F)	20,391	20,391	20,391	
<b>Total Non Discretionary</b>	<b>3,155,663</b>	<b>3,155,663</b>	<b>3,155,663</b>	
<b>Discretionary</b>				
<i>Regular Education (110F)</i>	<b>Approved budget</b>	<b>Actual budget</b>	<b>Revised Budget</b>	<b>Expended as of 04-01-'15</b>
Staff Travel (420 OC)	35,000	20,000	35,000	14,900
Student Travel (425 OC)	13,000	13,000	13,000	1,818
Purchased Services (440 OC)	35,500	35,500	35,500	23,929
Supplies (450 OC)	226,131	482,131	212,131	38,822
Supplies > \$500 (457 OC)	43,000	3,000	45,000	43,094
Textbooks (471)	5,000	5,000	5,000	4,547
Other Expenses (490 OC)	0	0	0	0
Contingency (527 OC)	303,354	128,354	303,354	0
Admin Support (450 F)	15,000	15,000	15,000	4,278
Communication (Postage) (433 OC)	500	500	1,500	465
<b>Total</b>	<b>676,485</b>	<b>702,485</b>	<b>665,485</b>	
Indirect (550 F 495 OC)	<b>149,462</b>	<b>149,462</b>	<b>149,462</b>	149,462

Budget Report  
04/01/15

<i>Operations and Maintenance (600 F)</i>						
Garbage		1,500	1,500	1,500		513
Purchased Services (440 OC)		105,000	105,000	105,000		101,326
Rental/Lease (441 OC)		368,400	368,400	368,400		307,000
Ins/Bond (445 OC)		2,796	2,796	2,796		0
Supplies (450 OC)		8,000	8,000	8,000		5,801
Supplies > \$500 (457 OC)						
<b>Total</b>		<b>484,696</b>	<b>484,696</b>	<b>485,696</b>		
<i>Utilities</i>		<i>36,604</i>	<i>36,604</i>	<i>36,604</i>		<i>24,613</i>
<b>Total Discretionary</b>		<b>1,157,814</b>	<b>1,157,814</b>	<b>1,122,814</b>		<b>720,569</b>
<b>Total Operating Budget</b>		<b>4,278,476</b>	<b>4,278,476</b>	<b>4,278,476</b>		
*Current approved budget is based on salary and additional fund estimates. Actual additional funds and other staffing situations caused the actual budget to look slightly different than the estimated budget.						

## **Building Committee**

### **Lease Renewal**

There are a few options that Scott Johannes has presented to us that need to be decided upon.

Option 1: Continuing our lease for 5 years. We deal with our current building as is and the congested parking lot. This would keep our rent as low as possible and allow us to look for a USDA loan that would allow us to purchase our current cite or a different property.

Option 2: Continuing our lease for 5 year with an increase of about \$3000-5000 monthly. We get our parking lot improved to better accommodate our community.

Option 3: Negotiate for a longer (15+ years) with an increase of \$5000-7000 monthly. We would get a gym with classrooms and a paved drive/parking lot and improvements to our current building (sound proofing).





# Birchtree Charter School

## Budget Transfers Approval

April 1, 2015

Account to be reduced	Account to be increased	Amount	Explanation
Supplies 100.066.110.0000.1.0.450	School Administration Supplies and materials 100.066.400.0000.1.0.450	\$2,000.00	Increase in Office supplies,
Supplies 100.066.110.0000.1.0.450	Equipment over \$500.00 100.066.110.0000.1.0.457	\$7,000	Purchasing/replacing Copier in the staff lounge.
Supplies 100.066.110.0000.1.0.450	Operations and Maintenance Purchased Services 100.066.600.0000.1.0.440	\$5,000.00	Building Maintenance, Plumbers, Service One Heating, etc
Supplies 100.066.301.0000.2.2.325	Regular Ed Instruction Longevity 100.066.110.0000.2.1.310	\$1980.00	None of BTC's School Monitors are eligible for longevity.
Regular Education Mileage 100.066.110.0000.2.1.421	Regular Ed Instruction Longevity 100.066.110.0000.2.1.310	\$720.00	No Mileage Reimbursement has been submitted for the 2014-15 school year.
Health Services –Longevity 100.066.330.0000.2.1.315	Regular Ed Instruction Longevity 100.066.110.0000.2.1.310	\$1956.00	BTC's School Nurse is not eligible for longevity.
Operations and Maintenance 100.066.600.0000.2.2.325	School Admin Support Subs 100.066.450.0000.2.1.329	\$1007.00	Increase due to Front office substitute to replace Parent partnership position.
District Admin Support Indirect 100.066.550.0000.1.0.495	Regular Ed Instruction Health Insurance 100.066.110.0000.2.2.361	\$3531.87	Cover the cost of health insurance
District Admin Support Indirect 100.066.550.0000.1.0.495	Regular Ed Instruction Physical Reimbursement 100.066.110.0000.2.1.368	\$20.00	New employees are reimbursed X amount of money for a physical exam.

District Admin Support Indirect 100.066.550.0000.1.0.495	Regular Ed Instruction Life Insurance 100.066.110.0000.2.1.371	\$40.00	Increase in the cost the school has to pay for employees life insurance.
---	--	---------	--

110 = Regular Education  
 200 = Special Education  
 301 = School & Student Safety  
 320 = Guidance Counseling  
 330 = Health Services  
 400 = School Administration  
 450 = School Admin Support  
 600= Custodial  
 770 = Student Activities

# Matanuska-Sustina Borough School District

## Birchtree Charter School 2015-2016 School Calendar DRAFT

S M T W T F S

JULY						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST						
						1
2	3	4	5	6	7	8
9	10	PD	PD	PD	WD	15
16	SO	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER						
		1	2	ER	V	5
6	H	8	9	ER	11	12
13	14	15	16	ER	18	19
20	21	22	23	ER	25	26
27	28	29	30			

OCTOBER						
				ER	2	3
4	5	6	7	ER	9	10
11	12	13	14	ER	16	17
18	19	20	21	ER	23	24
25	26	27	28	PC	PD	31

NOVEMBER						
1	2	3	4	ER	6	7
8	9	10	PD	ER	13	14
15	16	17	18	ER	20	21
22	23	24	25	H	H	28
29	30					

DECEMBER						
		1	2	ER	4	5
6	7	8	9	ER	11	12
13	14	15	16	ER	WD	19
20	V	V	V	V	H	26
27	V	V	V	V		

### August

- 11 Professional Development Day (PD)\*
- 14 Work Day for Teachers (WD)\*
- 17 School Opens for Grade 2-12 (SO)
- 17-21 Kindergarten and 1st Grade Roll-In
- 24 First Day for K & 1st grade students

### September

- 4 Fair Friday (V)\*
- 7 Lab

### October

- 16 Quarter 1 Ends (44 days)
- 29 Parent Conference Days (PC)\*
- 30 Professional Development Day (PD)\*

### November

- 11 Professional Development Day (PD)\*
- 26-27 Thanksgiving Holiday (H)\*

### December

- 18 Quarter 2 Ends (39 days)
- 21-1 Winter Vacation (V)\*
- 25 Christmas Day (H)\*

### January

- 1 New Years Day (H)\*
- 15 Professional Development Day (PD)\*
- 18 Martin Luther King, Jr. Day (H)\*

### March

- 11 Quarter 3 Ends (47 days)
- 14-18 Spring Vacation (V)\*
- 24 Parent Conference Days (PC)\*
- 25 Professional Development Day (PD)\*

### April

TBA AMP testing

### May

- 19 School Closes (SC)
- 19 Quarter 4 Ends (41 days)
- 20-21 Work Day for Teachers (WD)\*
- 30 Memorial Day (H)\*

**ER** Early Release days will be on Thursday  
Students will be dismissed at 1:30

\* Indicates no school for students

S M T W T F S

JANUARY						
					H	2
3	4	5	6	ER	8	9
10	11	12	13	ER	PD	16
17	H	19	20	ER	22	23
24	25	26	27	ER	29	30
31						

FEBRUARY						
	1	2	3	ER	5	6
7	8	9	10	ER	12	13
14	15	16	17	ER	19	20
21	22	23	24	ER	26	27
28	29					

MARCH						
		1	2	ER	4	5
6	7	8	9	ER	11	12
13	V	V	V	V	V	19
20	21	22	23	PC	PD	26
27	28	29	30	ER		

APRIL						
					1	2
3	4	5	6	ER	8	9
10	11	12	13	ER	15	16
17	18	19	20	ER	22	23
24	25	26	27	ER	29	30

MAY						
1	2	3	4	ER	6	7
8	9	10	11	ER	13	14
15	16	17	18	SC	WD	21
22	WD	24	25	26	27	28
29	30	31				

JUNE						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				