



MEETING INFORMATION	
Objective:	BPG Planning / Business
Date:	April 15, 2015
Time:	3:45 PM – 5:15 PM
Location:	Birchtree Charter School Room TBA
Prepared By:	Nancy Black
MISSION OF BIRCHTREE CHARTER SCHOOL:	To nurture and promote the development of healthy, responsible, and creative human beings.
MISSION OF BIRCHTREE PARNETS GUILD:	To support the Birchtree Charter School and its teachers for the betterment of the children attending the School.
PRIORITIES OF THE BIRCHTREE PARENTS GUILD:	1-Rhythm 2-Communication 3-Community Growth 4-Universal Giving 4-Providing Financial Support 5-Connect To The Larger Community

MEETING ITENARY				
	Estimated Time	Agenda Items		Notes
I.	5min	Opening Verse		The healthy social life is found when, in the mirror of each soul, the whole community finds its reflection and when, in the whole community, the virtue of each one is living.
II.	5 min	Approve Agenda		
III.	5 min	Approve Minutes		
IV.	15 min	Standing Monthly Reports:		
		A.	Administration	
		B.	APC Liaison	See Attached report page 2
		C.	Executive Council	
		D.	Finance	See Attached report page 3 & 4
		E.	Parent Engagement	
		F.	School Store	See Attached report page 2
V.	45 min	Current & Upcoming Events		
		A.	Fund Raising Committee	
		B.	Board Retreat	
		C.	May Faire	
		D.	CPR /Babysitting class for 7 th & 8 th grade students	
		E.	Results of brainstorming for Strategic planning.	See Attached Rough Draft Page 5
		F.	2015/2016 Calendar	See Attached report page 6
		G.	Calendar, & Task Assignments	
		H.	School Scholarship Fee	
VI.	5 min	Calendar Check-in		
		A.	Next meeting Date Scheduled	5/20/15
		B.	Agenda Requests	
		C.	Next Pastries Date Scheduled	May 1, 2015
VII.		Adjournment		
				Volunteer Parent Potluck to follow



APC Liaison Report

1 April 2015

The State School Board met March 19-20, with a 5-2 vote decided that all students in all schools needed the early literacy screener. The question came up that if Birchtree applied and was granted a waiver how would the school identify children with possible learning disabilities before grade 3.

Staffing: posting 3 positions – 2 special ed. and 1 second grade
1 first grade teacher will move to sixth grade
1 special ed teacher will move to first grade

APC approved a supply fee increase from \$100 to \$125.

Would the BPG be willing to implement a program where:
Families could sponsor a child or family for supply fees and use this as a tax deduction.

School Store Report for March/April

prepared for April 15th meeting

Store made 89 dollars being open before our last meeting

Store made 132 dollars in drop box sales

Spent 110.10 on a backorder of beeswax from Mercurius--ordered at Christmas finally came back in stock--this box was given to the Kindergarten because they gave us a full box when we couldn't get more from Mercurius in time

Birchtree BPG Agenda



April 2015

UPDATED 04/08/2015							
Checking Account Balance		\$ 18,268.08					
PayPal Account		\$ 584.86					
PROGRAMS - REVENUE	Budget	Expended	Balance	Actual Income	Projected Income	Profit/Loss	Projected Profit
EVENTS							
Summer Arts Camp	\$ 2,500.00	\$ 2,319.69	\$ 2,500.00	\$ 3,757.50	\$ 7,500.00	\$ 1,468.12	\$ 5,000.00
Fall Faire/Run Birches	\$ 1,050.00	\$ 348.09	\$ 701.91	\$ 2,081.75	\$ 2,500.00	\$ 1,733.66	\$ 1,450.00
Square 1 Art	\$ -		\$ -	\$ 2,644.29	\$ 2,000.00	\$ 2,644.29	\$ 2,000.00
Parent/Curriculum Night (2)	\$ 800.00	\$ 131.50	\$ 717.14				
School Auction				\$ 12,463.83			
Alternative School Fair	\$ 200.00		\$ 200.00	\$ -	\$ 400.00	\$ -	\$ 200.00
Rummage Sale	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ 900.00	\$ -	\$ 600.00
May Faire	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 2,500.00	\$ -	\$ 1,500.00
Non Event Income			\$ -			\$ -	\$ -
Grants			\$ -			\$ -	\$ -
School Store	\$ 1,500.00	\$ 2,579.52	\$ -	\$ 4,164.03	\$ 2,000.00	\$ 1,584.51	\$ 500.00
Pick, Click, Give	\$ 250.00	\$ -	\$ 250.00		\$ 750.00	\$ -	\$ 500.00
Donations			\$ -	\$ 9.90			\$ -
Total Income	\$ 7,600.00	\$ 5,378.80	\$ 5,669.05	\$ 12,657.47	\$ 18,550.00	\$ 7,430.58	\$ 11,750.00
Programs - Non revenue	Budget	Expended	Balance				Comments
Playscape	\$ 3,158.83		3,158.83				Playscape
Teacher Appreciation/Gifts			-				
BTC Professional Development		\$ 2,040.00					
School Scholarship	\$ 1,000.00	\$ 1,000.00	-				
Music Scholarship	\$ 300.00		600.00	\$300.00			
P.I.T.C.R.E.W / Parent Support	\$ 2,700.00	\$ 816.11	1,868.94				
Total (non revenue program expense)			5,627.77				
Admin Expenses - non event	Budget	Expended	Balance				Comments
Business Supplies			0				
Tax Preparer		\$ 14.99	\$ (14.99)				Inuit 1099E-

Birchtree BPG Agenda**April 2015**

							File Service Fee
Insurance (BPG liability)			\$ -				
Signs	\$ 500.00	\$ 150.00	350				
Bank Fees	\$ 100.00		100				
Property Tax	\$ 250.00	\$ 229.64	20.36				
Retreat		\$ 100.00	\$ (100.00)				Foraker Group Membership
Attorney General Report	\$ 40.00	\$ 40.00	0				
Biennial corporate tax	\$ 30.00	\$ -	0				
Total Admin Expense	\$ 920.00		\$ 470.36				
Total Funds held in reserve for budgeted items	\$ 14,378.83		11,767.18				
Total Unrestricted Funds (CHECKING - TOTAL BUDGET)			\$ 7,085.76				

There are \$50 of old
uncleared checks

L#37 Retreat-
Membership \$100.00

Check
made out
to
Birchtree
Charter
School

L#26 Music
Scholarship--\$300.00
donated by BP

/Wrote
Check to
Birchtree
Charter
School
12/18/14

L#25 School
Scholarship added

Birchtree Charter School
2013/14 Year End Total
\$1860.10
L #25 Kim Snyder-Vine
Professional Development

Total:
\$1472.04
BTC
\$2040



**Birchtree Parent Guild
STRATEGIC PLANNING
Rough Draft**

BPG PURPOSE: To hold, gather and grow the Birchtree Community

Goal: Develop and maintain rhythm and routine.

- **Establish the BPG calendar:** up-to-date, year-long adopted annually in April, accessible, coordinated with other calendars (school, district, APC, Pedagogical Council).
- **Conduct regular monthly meetings**
- **Annual retreat in January**
- **Reports, minutes and agendas:** accessible, posted promptly, distributed on a regular schedule

Goal: Streamline organization.

- **Develop job descriptions:** officers and general board members
- **Fully utilize document organization system: update** googledocs, utilize for posting of BPG documents, train board members in access and use of system
- **Update and utilize Help Counter volunteer system**

Goal: Provide support.

- **Streamline BPG events:** develop templates for recurring BPG events (festivals, Parent Ed Nights, Registration, Pastries for Parents) so that the process is smooth from year to year.
- **Survey families at registration**
- **Develop system for contacting families:** BPG board members contact Birchtree families by phone
- **Connect with Waldorf communities:** grow relationships with Winterberry, Anchorage Waldorf and other Waldorf communities

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Goal: Develop a structured financial plan to sustainably train teachers, support field trips, and provide parent education.

- **Establish a standing fund-raising committee:** to oversee fund-raising plan, grant-writing activities, passive income stream
- **Define established fundraising events**
- **Develop a sustainable income stream**
- **Support small, curriculum-aligned, money-making ventures within Birchtree community**
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BPG DRAFT Calendar 2015-2016

(Bold items are BPG the rest are school wide items and are still a draft and not yet approved)

August - Registration

August 11-13 - PD

August 14 - WD

August 14 - Back to school Picnic and Curriculum Walk

August 25 Parent Meetings Grades 1 and 2

August 26 Parent Meetings Grades 3 and 4

August 27 Parent Meetings Grades 5 and 6

September 1st Parent meeting Grades 7 and 8

September 2nd Parent Meeting Kindergarten

September – Square One Art begin

September 26th Fall Faire

October 15th Simplicity Parenting Night

October 29 Parent conferences

October 29th Knit a thon?

October 30 PD

November – Elections

November 8th BPG Swim Night

November 18th Volunteer Potluck after BPG meeting

November 10 Lantern Walk

November 11 PD

December 7-17th School Store Open

December 18 WD

January 10th BPG Swim Night

January 15 PD

January 20th BPG Meeting – Focus on Strategic Planning

January 30th Board Retreat

February 2nd Parent Meeting Kindergarten

February 3rd Parent meeting grades 7 and 8

February 4th Parent meeting grades 3 and 4

February 9th parent meeting grades 5 and 6

February 10 parent meetings grades 1 and 2

February 25th Simplicity Parenting Night

March 23rd Volunteer Potluck after BPG meeting

March 24 Parent conferences

April 7th Curriculum Night/Art Walk

March 25 PD

May 13 Graduation

May 14th May Faire

May 19 School closes

May 20 and 23 WD

School Store will be open the third Wednesday of every month from 2:45-3:45