

Fireweed Academy
APC Meeting Minutes
October 7, 2019 4PM

Members Present: Brandy McGee, Christine Faber, Bob Shavelson, Kim Fine, Crisi Matthews, and Bob Shavelson (via phone for first part of meeting)

Absent Members:

Staff and Guests: Todd Hindman- FWA Principal, Janet Bowen-FWA Secretary, Erik Knudtson, community member, Olympia Piedra, Parent, Amber Niebuhr, parent Jon Kulhanek, staff

Public Comments: None

Motion: Crisi moved to approve the agenda as amended, Kim seconded and the motion passed with unanimous consent.

Motion: Crisi moved to approve the September 2019 minutes, Brandy seconded and the motion passed unanimous consent.

Administrators Report:

Enrollment:

FY20 Projected Enrollment: 119 Current Enrollment: 126

Enrollment: K (18), K/1 (16), 1/2 (17), 3rd (19), 4th (18), 5th (13), 6th (25) K-6 (126), K-2 (51), 3-6 (75)

On October 1st we began our 20 day count to determine our funding for FY20.

Classified Staffing for FY20:

The 0.5 Instructional Aide at BFW is in the process of being filled. A Request to Hire was submitted to HR, last Thursday. The candidate of choice, will be announced after they have accepted the position, as HR regulations stipulate.

Lease Extension: I e-mailed and called Dave to see about setting up a date to meet.

Professional Development:

Stephanie is beginning this year's Kagan Coaching session with fellow staff members this month. Jon and I will be attending a workshop next week: MAP (Measures of Academic Progress) Essential Reports. Katherine will be attending an Alaska Staff Development webinar on PBIS Tier 2 and Tier 3 "Tough Kids." Diane will be attending The Write Tools writing three-day workshop in a few weeks and a Google Apps workshop in December. Christine and Carolyn will be recertified this month in MANDT a system to prevent, de-escalate, and if necessary, intervene when the behavior of an individual poses a threat of harm to themselves and/or others.

Budget:

Eric has indicated that our janitorial expenses are under budget by \$19, 000.

From Erik Niebuhr- For years the janitorial budget has been off. The only thing that is included in the budget is the estimated cost for LFW. Though the other shared utility costs (electric, fuel) between WHE and BFW are on the budget the janitorial has never been included for whatever reason. I've always just adjusted for it until way later on when the district actually posts it to the G/L and add includes it in the adjusted budget. The budget is completely missing the BFW expense of approx. \$19K. Over all the expense is stable around \$31/32K annually combined.

After the student count is complete this month and the December's budget revision, is complete we'll take a look at how the rent and in-kind are calculated from the additional allowable line item. We are looking at approximately a \$80,000 increase in funding from the initial budget based on a count of 119.

Operating Manual: Bob clarified that a school-wide operational Manual is no longer his priority; rather he will be focusing on internet use policies for our school. The Leadership committee will continue to work on Administrative Evaluation policies. Kim brought up that since there is no one with enough energy to take the lead on an entire policy manual, the APC should focus on two things:

1. Principal Evaluation: the Leadership Committee will work on goals with and for Todd to be used for evaluation purposes during their November meeting.
2. Technology: The On the Bus Committee will focus on this. Bob will produce a draft Technology Policy for use and exposure to technology that the committee can work with. Amber is concerned that this may be an administrative responsibility rather than a governance responsibility.

APC Membership:

Jon is stepping down from his Staff representative seat and Amber is stepping down from her Community representative seat.

Motion: Brandy moves to appoint Crisi Matthews as a Student representative through October 2021 and accept Christine Faber as the Staff representative through October 2021, Kim seconds and the motion passes with unanimous support.

Despite multiple attempts at advertising these vacancies within our parent community, this leaves a Community Representative and a Parent Representative seat open.

Motion: Crisi moves to keep the community and parent representative seats open until filled, Kim 2nds and the motion passes with unanimous consent.

Kim will write an email to our general parent population regarding the vacant Community and parent rep seats.

Motion: Kim moved to approve Brandy and Crisi as Co-Chairs of the APC, Christine seconds and the motion passes with unanimous consent.

Erik Knudtson, a former FWA parent and teacher came to visit the APC to see if he might be interested in joining. Eric has working history in Biology, Education, and technology. He will let us know if he is interested.

OPUS Committee Update:

OPUS Stands for Orchestral Programs Unified Steering. They oversee the Paul Banks Preludes, the Homer Youth String Orchestra Club and the Fireweed Frescoes. OPUS recently received a \$25,000 grant, with the possibility of another \$20,000. This would allow OPUS to pay for some or all of instructor Katie Klan. We have approximately \$5000, in our account. Last year re fundraised about \$26,000; this year we will need to raise approximately \$7,000.

Parent Engagement (change in Kim Fines' APC role):

Kim will use her staff representative position to help support and encourage parent engagement is some of our programs such as Kagen Cooperative Learning Structures and Restorative Practices she will work with parents, staff and the APC. Kim will bring in Ingrid Harrald when presenting the Restorative Practices program who has a grant for just this kind of outreach.

Parent Survey letter: Crisi says the letter is done, she will send it to Janet who will circulate it within our staff for any final feedback and they send it to our parents.

Fundraising: We are still looking for some folks to take the lead on this fundraiser. Janet will send Kim samples of past Fall Fundraising letters and Kim will generate a letter to go to parents. Janet will prepare the auction forms for this year. Lynn Kee and Ashley Story are interested in taking the lead on the Mayday celebration/fundraiser. For the Fall Fundraiser, Crisi will help with dessert auction, and Kim with schedule of events/preludes performance and Jon will create a sign up genius.

Motion: Crisi moves to adjourn, Christine seconds and the motion passes with unanimous consent.

Meeting adjourned at 5:08pm

Submitted by Janet Bowen

November is dedicated to committee work

The next full APC meeting is December 2, 2019