

TUŁEN CHARTER SCHOOL



Academic Policy Committee

Location: KDC Library

July 15, 2025

3:00 pm

AGENDA

I. Welcome/Sign-in

Member Names	APC Roles
Bernadine Atchison, Tribal Council Chair	Tribal Council Rep
Diane Bernard, Early Learning Manager	APC Treasurer, Kenaitze Education Staff Rep
Kyle McFall, Education Director	Kenaitze Education Staff Rep
Jennifer Williams, Dena'ina Language Manager	Kenaitze Dena'ina Language Staff Rep
Kaylee Bearheart	APC Chair, Parent Rep
Chantilly Bayes	APC Secretary, Parent Rep
Dr. Katie Archer Olson	APC Vice Chair, Community Rep
Tulen Charter School Principal – <u>Vacant</u>	Ex officio member (abstain from voting)

Other Kenaitze staff present:

- I. Call to order
- II. Roll call
- III. Approval of minutes (July 8, 2025 meeting)
- IV. Approval of agenda
- V. Informational Items
 - 1) Overview of meeting with KPBSD leadership on 07/10/2025 – **Kyle McFall**
 - 2) LETRS for Administrators training – **Kyle McFall**
 - 3) Approved school calendar from DEED – **Kyle McFall**
 - 4) School website – **Kyle McFall**
- VI. Discussion Items
 - 1) Develop office/classroom supply list to purchase (for staff) – **Kaylee Bearheart and Kyle McFall**
 - 2) Develop plan for teacher/staff in-service week – **Kyle McFall**
- VII. Action Items
 - 1) Provide the Kenaitze Education Director the authority to act on the behalf of the APC when making purchases, communicating with parents/ guardians and the school district, and overseeing daily logistics/planning/operations for Tulen Charter School – **Bernadine Atchison**
 - 2) School supply list for students – **Kaylee Bearheart and Kyle McFall**

- 3) Elect an interview committee for all teacher and secretary positions – **Kaylee Bearhart**
- VIII. Schedule next meeting date**
IX. Adjournment of regular meeting
X. Executive session
XI. Adjournment of executive session

Meeting Date: 7/8/2025 11:00 AM

Location: Harvest Pavilion

Link to Outlook Item: [click here](#)

I. Welcome/Sign-in

Member Names	APC Roles
Bernadine Atchison, Tribal Council Chair	Tribal Council Rep
Diane Bernard, Early Learning Manager	APC Treasurer, Kenaitze Education Staff Rep
Kyle McFall, Education Director	Kenaitze Education Staff Rep, Chair
Jennifer Williams, Dena'ina Language Manager	Kenaitze Dena'ina Language Staff Rep
Kaylee Bearheart	APC Chair, Parent Rep
Chantilly Bayes	APC Secretary, Parent Rep
Dr. Katie Archer Olson	APC Vice Chair, Community Rep
Nancy Mills, Tuleen Charter School Principal	Ex official member (abstain from voting)

Other Kenaitze staff present: Joel I, Curt S, Marjorie W, Joyce T, Michael B

Parents: Veronica K

- II. Call to order @ 11:30 AM, Sky is clear and wind is good**
- III. Roll call** Absent- Chantilly B, Nancy M
- IV. Approval of minutes (May 14, 2025 meeting) principle** The minutes from the meeting on May 14, 2025, were approved. Motion by Principal Kyle, seconded by Katie.
- V. Approval of agenda** The agenda was approved. Motion by Jen, seconded by Bernadine.
- VI. Action Items**
- 1) i-Ready curriculum purchase plan – **Kyle McFall and Nancy Mills** The group voted unanimously in favor of the one-year purchase plan.
- Attachment included.
 - There were two options: a one-year plan and a six-year plan. Although the six-year plan would save money, it is recommended for charter schools to opt for the one-year plan.
- 2) School motto plan – **Kaylee Bearheart** This item has been tabled and is to be reviewed by the end of July (temporary?).

- One-page infographic needed.
 - Involvement of DLI intern.
 - A video is to be created.
 - A more literal translation of "Qunshi" is desired.
 - Possible phrases include "Rise Up" (short and suitable for a chant during an NYO tournament) and "The River Will Flow" or "Follow the Current Upward."
- 3) APC election plan – **Kaylee Bearheart and Kyle McFall** The motion to hold an election plan passes. This plan aims to inform parents about how to elect and run for positions in August.
- A meeting will be held before our September meeting to educate parents on the election process.
 - Election Date: Friday, September 19. - Positions available: Parent Representative and Teacher Representative.
 - Parents will be running for seats E and C. - In October, there will be a staff representative from Kenaitze.

VII. Discussion Items

- 1) APC social media page – **Kaylee Bearheart**
 - Do we want to create our own page? Who would manage it?
 - Consensus is to avoid having our own social media page.
 - Consider using SeeSaw and S'mores newsletter for communication.
- 2) School supply list – **Kaylee Bearheart**
 - Suggest having teachers create a standard list.
 - Levi- Funding- back to school supplies
 - School supply list for students is due by July 21st.
- 3) Meet the Teacher night – **Kaylee Bearheart and Kyle McFall**
 - Parents will gather in the gathering room to meet all staff.
 - This event is designed to help kids familiarize themselves with their teachers before school starts.
 - Date: August 18th from 5 PM to 6 PM.
 - Quick introduction of the APC and a reminder about the next meeting.
- 4) Back to School Night (August 28th) – **Kaylee Bearheart**
 - Scheduled for August 28th.
 - Will introduce all Kenaitze Education Programs.
 - The APC will have a table, and if a principal is available, they will also attend.
- 5) School assembly (shoes for students) – **Kaylee Bearheart and Kyle McFall**
 - A community group will provide free everyday shoes for students.
 - Students can choose how they want to use the shoes.
 - The assembly is likely to take place during the second week of school.
 - Date: August 28th from 10 AM to 12 PM
 - Kyle will send out a flyer with more information

VIII. Information Items

- 1) Principle Update - Kyle McFall
 - Kyle received an update this morning stating that Nancy Mills has resigned from the principal position
 - We will need to post this position as soon as possible
 - Kyle will be working with KPBSD and HR on this matter
- 2) Teacher job descriptions and update for job postings – **Kyle McFall**

- Approved budget, pending posting
- Kyle hopes that the job postings will be made this week
- 3) MOU updates (charter school and FSMP) – **Kyle McFall and Curt Schmidt**
 - The email attachments include the full Charter School MOU that has been signed and is in place; IT has been included in the same MOU
 - Food MOU: We will be able to create our own menus, which will be very similar to our current CACFP (Early Learning Program). This is all set and is waiting for signatures from Kenaitze and KPBSD
 - Final signatures should be completed within a couple of weeks
 - New software is being implemented
 - SBP = Charter School Breakfast
 - NSLP = Charter School Lunch
- 4) School furniture order – **Curt Schmidt**
 - 21st of July
 - About half of the furniture we have ordered has arrived
 - We also have the three sinks previously mentioned in the basement stored with the furniture
- 5) Upstairs renovation plans – **Curt Schmidt**
 - The seal room will be completely empty by tomorrow.
 - On Sunday afternoon, July 13th, Curt will meet with the contractor.
 - 60%-80% of the walls should be up by next week (July 19th).
 - The plumber is scheduled to come either on Monday or in August.
 - Everything is scheduled to be completed by August 11th.
 - The break room on the upper floor will be converted into the school nurse's office.
- 6) Playground mulch update – **Curt Schmidt**
 - The playground is open except for one section.
 - The mulch is made of rubber:
 - It is non-toxic.
 - It is very soft when walked on.
 - The project has a 10-year warranty and costs about \$40,000.
- 7) Registration update – **Kyle McFall**
 - We currently have 53 students registered.
 - 41 students have registered with the school district.
 - We can accommodate 4 more K-1st graders and 3 more 2nd-3rd graders, bringing the total capacity to 58 students.
- 8) Grand opening – **Kyle McFall**
 - Saturday, August 23rd @ 12 PM - 2 PM

IX. Schedule next meeting date

- Tuesday, July 22nd @ 3 PM

X. Adjournment

- Motion to adjourn the meeting was approved