



Fronteras Spanish Immersion Charter School

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APC Board Meeting

Location: (Building A – Multi Purpose Room)
December 13th, 2011 6:00-8:00p.m.

Final Meeting Minutes

- I. Call to Order Meeting:** called to order at 6:06 PM;
- II. Pledge of Allegiance** stated in Spanish
- III. Roll Call/Determine Quorum:** Chris Hamilton, Joe D., Jen Schmidt, Michelle Niland, Gwen Schneider, Nicole Whittington-Evans. We have a quorum.
- IV. Approval of the agenda for December 13th, 2011;** Board member list needs to be updated.
Motion: Michelle moved we add item to the agenda: Discussion of procedure for possible alteration of bylaws. Motion seconded.
Motion carries. Chris opposed, all else voted in favor.

Motion: Michelle moves to approve agenda with changes. Gwen seconds.
Motion approved unanimously.
- V. Review meeting protocol**
 - Wait for recognition from the chair to begin speaking
 - Let people give their reports and ask questions after each report
 - Keep non-productive comments to a minimum
- VI. Persons to be Heard – 30 minutes maximum**
 - Must sign up before meeting begins, each person will have up to 2 minutes
 - Minutes may not be shared with others
 - Comments shall be civil
 - No public comment past this time
 - This is not a question and answer time. Comments will not be addressed by the board at this time.
- VII. Consent Agenda**
 - A. Approval of meeting minutes** from October 11th, 2011 regular meeting, October 17th, 2011 Special meeting, and November 8th, 2011 regular meeting;
Motion: Nicole moves to approve meeting minutes for October. Michelle seconds.
Motion unanimously approved.

Motion: Nicole moves to approve Special Meeting minutes. Gwen seconds.

Motion unanimously approved.

Motion: Gwen moves to approve November meeting minutes. Michelle seconds.

Motion unanimously approved.

B. Chair Report 5-15 minutes

C. Principal's Report 15 – 30 minutes

- Budget for 2011-2012 school year
- Student performance & curriculum
- Enrollment
- Parent communications/concerns
- Hiring
- Other

Nov. 11th went to Chugiak Elementary/Mirror lake Middle; We are considering joint field trips and collaborative cultural studies events with these schools. Chugiak has an event in May. There is the potential to compete in the Mirror Lake speech competition. During two days in February and for the first time, Fronteras students will co-join Chugiak E. students to do Battle of the Books. Also, Chugiak will join Fronteras in the valley for a Spelling Bee. Palmer High School is working to open their theater 9 am - 3 pm for this event. Mirror Lake Middle will join us as well. Great to be mixing with local children in southcentral. This is really exciting! Any other activities you think we can do, please share your ideas with Principal Schmidt. Both sets of schools are fairly isolated, so this is great for all schools involved.

Music Holiday performance – was very successful. Our children looked and sounded great. We packed the church. Next year we'll look for a larger venue.

Tomorrow from about 1 – 2:15 pm the Sharon Peak dancers will be performing here and our choir will sing with them as well. This will take place in the Gym.

Joe D. and Jen Schmidt met with Palmer High School staff to discuss becoming a Spanish Immersion High School. They are very open to this idea and excited about it. One idea is to take 6 – 8 grade students to spend a day with Palmer High IBA students. One of our students would shadow one of their students. The Principal is very excited about this prospect. It will help students from both schools. Garth Morgan and Nikki will come to Fronteras to do an evening session with Fronteras to discuss this.

Facilities Committee Report:

Ernie reports for Facilities committee meeting. The School District is as positive and supportive as they can be. They believe Fronteras students deserve the best facility possible. It is feasible that we could have a site selected by January, with an RFP out by March for construction to begin in summer of 2012. The new Day School site, right off

Bogard; Larson, Cottonwood Creek and Finger Lake are potential sites. They be put into a matrix to determine which is the best site for our school (based on parking, number of students, traffic, etc.). Assemblyman, Jim Colver has been very helpful. The Facilities committee is hopeful, but recognizes that we still face some potential roadblocks. As for upcoming actions, the site selection committee would make a recommendation to the planning committee. From the planning committee it goes to the Assembly. Fronteras board will/would still approve any site approved by the Assembly. It may be best for Fronteras to produce a 35% design, then the contractor would finish designing the school. All the contractors will start at the same place. Chris Whittington-Evans and Ernie will likely be drawing up the 35% design. The next meeting of the Facilities Committee will be held on January 12th. We'll know then if a site has been selected.

Principal's Report (cont.)

2011 School Bond project: All Charter Schools received \$65,000. There is a form that Jennifer is filling out for requests for that money. This money can be used for safety, playground equipment and technology. We need to meet a January 6th deadline. Please generate thoughts on how this money could best be used for our new facility. Ideas for technology – I-Pads; Upgrade laptops; Create upgraded computer lab. We have 5 years to spend the money. Safety ideas – additional monitors; cameras; Playground ideas – we'll need a lot of playground equipment at our new school. Contact Principal via e-mail with ideas. One vendor will be used for all playground equipment.

Thanks to all for our great students, parents and teachers. Fronteras is a fabulous school to be a part of.

D. Treasurer's Report 5 minutes

Heather sent budget report. It is attached to the agendas. The slight increase of funds from last report is the E-Scripts fund – Safeway money that we get from people shopping there.

E. Committee/Team Requests –*Written reports should be submitted to the Secretary 1 week prior to Board meetings via email in order that they may be included in meeting minutes.*

1. Board Development- Update on Scheduled Foraker Training; *5 minutes*

There has been a miscommunication with Foraker regarding dates. There is a new possible date in January for the training. Michelle will communicate with other board members not in attendance as well about this to determine if it will work for our board.

VIII. Unfinished Business- Action Items

A. Vacant Board Seat-*10 minutes*

We have an applicant now, Hilarie Mauldin, though the elections committee has not met formally to approve this applicant. Discussion ensued regarding the process and deadline to review this application.

Motion: Chris H. moved that we extend decisions to our next meeting. No one seconded.

Gwen, Chris, Barrie B. Green on elections committee. Gwen has spoken to Barrie B. Green, who approves of Hilarie's candidacy.

Motion: Gwenn moved that we approve Hilarie's board application. Michelle seconded the motion.

Motion passed, 4 in favor, 2 opposed. Hilarie is a new Fronteras board member.

B. Charter Renewal Working Session – 45 minutes

Chris Hamilton's report on the document so far:

The Charter language has not changed substantially. The revised application is a 100-page document.

Sections 1 and 2 – Michelle, Nicole, Chris H. and Jennifer S. are only ones that made changes to these sections. Heather's changes came too late to incorporate.

Not a lot of subject matter changes in the document. About 10 parents helped review the draft Charter. Audit section – was a little lean. Chris H. went to District web site to get budget documents that show we are fiscally responsible. Our testing results are commendable, and this is clear in our draft renewal document. Questions regarding clarifying the board composition rules were raised. Clarifying our fiscal solvency – do we need an audit? Targeted ratios for the school? We have what the board approved for our previous Charter. The Anchorage Charter School renewal just approved does not have targeted ratios. We may want to create these for our school in the future. We did not originally specifically address Special Ed at the school. Chris included statement in our draft renewal (p. 76) that addresses this – we maintain one Special-Ed teacher. Principal will check with Katie Gardener about our collective bargaining contract (signed by George Stuart on pg. 78). Principal believes that we have a blanket agreement that is good for the life of the Charter. Principal will look into this.

Discussion of Charter Contract ensued. Robert Kalandar signed original. Contract is between the District and the school (pg. 36 of the draft).

Chris pulled out volunteer activities. Administrator's Standards document is included in the draft. Enrollment and staffing projections: 346 students – 16 teachers – this is our target. How many students can we fit into this facility now? Originally 225, now it is 240. Chris came up with a teacher-driven number that is 256. Number of restrooms limits us (Ernie). Fire Marshall may have a limit on this facility. 240 is the number we agree to use moving forward as a limit for the facility.

We need a new contract from the District as well as the minutes from this meeting to finalize. Board composition needs to reflect the bylaw change that the board approved when Ernie was Chair. Term limits - Section 3E, Bylaws Article 4. Extending – needed a clerical change to say “APC board” instead of just “APC.”

Charter renewal discussed: Chris H. brought up issue of board composition - the number and composition of board members, that member numbers are variable and that our board composition is confusing. When we have a vacancy, we make every effort to fill it. The complexity of the rules is a bit overwhelming. Simplicity could benefit us. Chris H. prepared some suggested changes to our board composition. The primary purpose of these changes is to simplify board business by making the board easier to manage by reducing number of board members overall, not removing teachers but reducing number of teachers on the board. We may want to strategize about how to replace parents. Next spring we could be facing a completely new board again, which is not optimal. The Charter Renewal committee discussed the proposal that would included a total of 9 board members, two of which are teacher seats. The remaining seven seats would be parent and community-member seats. Everyone would need an election, including for community member seats. Community members at large are not just appointed to the board, but need to be elected. One potential with this proposed structure and concern is that it could open the door to all seven seats becoming community-member board members.

Motion: Chris moved that we approve the changes recommended by the Charter renewal committee. Michelle seconded. Discussion ensued regarding number of teachers on board, what an optimal number would be, and balance between parent, teacher and community seats on the board.

Motion: Chris H. moved that we allow Ernie H. to speak.

Motion to allow Ernie to speak passed unanimously.

Ernie stated that Article 12 of the bylaws specifically lays out a process for how we can change bylaws. The APC must be properly noticed prior to any bylaw changes, which has not occurred. Michelle responded that this assumes the motion will pass. The change process applies to changes, not to discussion. A vote in favor of making these changes would lead to APC notification and another public vote, however the board would not need to notice this in order to "not pass" a motion for change.

Motion to change board number and composition failed.

What we still need to do to complete our Charter renewal application:

- 1) Look at the Appendices;
- 2) Waiver – still needs to be found, and/or old one deleted.

January School Board meeting is early enough for us to turn our Charter renewal application in. The state contract does not expire until December, 2012. October is another date we need to focus on.

Motion: Michelle moved to approve this new Charter application with the stipulation that we update it with the Mat-Su Ed Assoc. current waiver information. Joe seconded.

Motion unanimously approved. Hilarie abstained as she had not read it.

IX. New Business-

- A. Strategic Planning- Establishing Board goals for the upcoming months
- B. Address possibility of establishing an Arts Committee, the suggestion by APC member Wendy Taylor.
- C. Discussion of procedure for possible alteration of bylaws.

X. Executive Session

Matters generally include those affecting finances and personnel, the public knowledge of which might prove adverse or prejudicial.

XI. Future Items/Future Business


Next meeting: **January 10th, 2011 6 - 8pm**

XII. Final Actions and Adjournment

APC Governing Board Members

Jill Bang
Jackie Cochran
Joseph Dinwiddie, Vice Chair
Heather Gluth, Treasurer
Chris Hamilton
Michelle Niland, Chair
Marcus T. Reum
Andrew Reynolds
Gwen Schneider
Nicole Whittington-Evans, Secretary
One Open Seat

Jennifer Schmidt, Ex officio

Signature:  _____, Fronteras Board Secretary

Date: January, 9th, 2012

