



Fronteras Spanish Immersion Charter School

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APC Board Meeting

Location: (Building B - 2nd floor Conf Room)

May 5, 2009 7:00 P.M.



Meeting Notes

- I. Call to Order/Pledge of Allegiance/Roll Call/Quorum Determined.
- II. Approval of the meeting notes for April 14, 2008, and approval of the agenda for May 5, 2009.
- III. **Consent Agenda**
 - A. **Minutes:** April 14, 2009
 - B. **Board Updates,** as available.
 - C. **Committee / Team Reports:** Provide update, if available

Facilities:

Fire Deterrent System: On Monday, May 4th, the Fire Marshall performed a full inspection of the fire alarm/sprinkler system. He will forward the Certificate of Occupancy, which is good until May, 2010.

Portables: Ken Kincaid and Robert K. are making plans for portables. Crossroads will provide the portables to us with an amendment to our contract. They guarantee delivery during this summer, installed, and connected. We will receive two this summer and have a 3rd pad installed for the 3rd portable to be installed next summer. Something to think about: Crossroads is building a new, larger portable for their use this summer. It may be available to us for use next year. We wouldn't have to pay anything on it until next year. The portables will look like the existing portable, with concrete walkways. We will install a concrete pad behind building A. The portables will go at the end of building B. Will install asphalt on the walkway between the two buildings on the playground and on the basketball court. The concrete work can be done by volunteers.

If the district agrees to our amended contract with Crossroads, we can get the contracts and Ken will have write-ups next week. Each portable will cost \$75K, with Davis Bacon wages. It will be set up as a lease-purchase. The toilet count, per student, will be okay

Will the septic system handle the new buildings? Yes, per Ken K.

The district will not let us build portables at this point in time because there is not enough time to finish the project before school resumes.

The mountains of dirt on the property: The closer mountain will be removed first, then the two smaller ones behind the portable (#2). The large one will be knocked down this summer, or pushed to one side.

Connex: Ken gave us a resource for a nearly-new connex.

Purchase Property: Crossroads wants us to consider the following. They will give us the corner piece of property for free, (It is worth approximately \$75K.) if we purchase the rest of the property. If we owned the whole parcel, we could build a bigger school.

Another lot for purchase: Across Keith Street, there is a vacant lot on the water front. Ken Kincaid will offer it to us for only \$50K. He could sell it for \$100K. This purchase would offer the students life science and marine science capabilities, among other things. Of course, it would need to be gated, and fenced-off.

Public Relations:

Christa Hayes and Toni Shaw are getting T-Shirts for the Track Team and they should be ready by the track meet on Saturday, May 16th.

Treasurer's Report: Nothing reported.

Academic & Curriculum Report: Spending funds on academic materials.

Principal's Report:

Spending ahead, trying to get everything ready for the upcoming school year. The 6th/7th grade teacher has accepted the offered position. The applications for the other four teachers are pending. Currently, we are replacing a teacher in K-1, 2 for 2-3, 1 for 4-5, and a P.E. Teacher.

We have to have a ½ special ed teacher. One of the other charter schools is on the verge of being sued for not having one. We will look into having a .49 plus aide, and we will not hire the charter school assistant.

Bids (3) on an electric piano are out. Will need three bids on the risers, as well. The deadlines are quickly approaching, must get the quotes, and write the purchase orders. The purchases must be delivered by June 30th.

Risers: There are six pieces, at about \$5K (delivered.) This request was previously approved by the APC, through the APC. Wendy will move ahead with the purchase.

Teacher preferences (by parents) will be factored in, no promises will be made. If the parents ask about teacher preferences, they will be told to mark their preference in the top, right hand corner of the registration form.

The teachers have credit cards for local purchases.

Fundraising:

Melissa O'Rourke reported that approximately \$3,619.75 was raised at the Fiesta de Fronteras. Next year, they will advertise more about the fundraiser and the auctions, which will include a list of the items and their values for the auction. Also, she will send out a letter to the parents next year which will include the information about it being a fundraising activity. She is sending out Thank You cards.

Teacher's Requests: Nothing reported.

Monthly Family Activities:

Melissa O'Rourke talked about the upcoming Science Fair and whether we should have a competitive one or not. The group agreed with her that we would have a science fair and the students would make their presentations to the "judges." Those who were chosen could participate in the competitive science fair in Anchorage (March 26-28th). Fronteras' science fair would occur before Spring Break.

Also, Melissa will check with the Imaginarium which could set up different stations, Mad Science (costs \$1K to \$2K), the Challenger in Kenai, Fish and Game, the oil companies who have engineers and geologists, and the Tsunami Center.

The Book Fair has been tentatively set for October 19th – 23rd. We are considering including a Family Reading Night.

Currently, there is still \$96 remaining in the budget for Family Nights.

Public Licensing for watching movies: The annual fee is \$300 and we have to use what is in their stock. We pay a fee if, we change anything (movie, date, time).

Motion To obtain/purchase an annual movie license by Melissa O'Rourke, seconded by Ernie with it being purchased for August to August.

Vote: Passed, unanimously.

Big Field Trips need to be scheduled ahead of time so that fundraising activities don't overlap.

Motion To notify the Fundraising Chair in a timely manner by Ernie, seconded by Joyce.

Vote: Passed unanimously.

The tamales and pizza fundraising activity raised a total of \$3,000. J. Cochran will reimburse Mary Carmen Hernandez for her supplies.

Miscellaneous Reports: Nothing specifically reported here. See elsewhere in these notes.

IV. Unfinished Business

Status on the bill from Crossroads Church for the sound system (\$10K): Is the figure appropriate? The sound system bill was paid through the school's budget.

Has the state applied for the charter school grant funds? The state hasn't heard anything yet on the application. Melissa Toffolon-Weiss is checking on it. It was recommended that we should be working on the federal grant application regardless.

When is Spring Enrollment scheduled within the school district? (Casey). The district is re-doing the forms so it hasn't been scheduled yet.

Bumper Stickers: Status. They are on display in building A.

Back-To-School Picnic: This will be held on Friday, August 14th, from 6:00 PM – 8:00 P.M.

- 01-100 Watch Duty Person at Fronteras: Add information to the newsletter that we are establishing a Watch Duty person at Fronteras during the summer and holidays to keep an eye on the school. The district says we are on our own. It was recommended that we park a vehicle out in front and add lawn chairs. (Nina)
- Action: Check to make sure there is enough insurance. Since the Watch Duty Person would not be insured through the school district, they must have their own insurance. We could provide water and electricity.
- 05-100 Who is working on the survey to the parents asking for their input on fundraising (and show the results on the web site). Sandra is working on this.
- 05-101 When (in September and February) will we have two mandatory parent meetings? The dates need to go on the calendars. (Joyce): The mandatory parent meetings will be held on Thursday, September 13, 2009 and Thursday, January 14, 2010.
- 05-102 Who is working on the survey to the parents requesting their feedback on what needs improvement at the school and what are their recommendations? Lori and Wendy are working on this.
- 05-103 P.E. Shed: Status

- 05-105 Begin the list of tasks that should be completed during the summer (Nina). Installing grass around the playground, installing swings, and work days after Memorial Day.
- Custodians: There will not be any custodial service during the summer vacation. It was recommended by the Board that parents sign up for cleaning (the school) during registration.
- Room Parents: Nina and Demetria talked about having Room Mothers or Fathers for each classroom.
- The teachers will get the students to clean their lockers, enforce the importance of cleaning up and washing their hands with soap and water.
- 05-104 Handbook: Nina and Joyce will work on the handbook and will have the draft ready for review at the July board meeting.
- 12-105 Build two portables – Status. Discussed earlier.
- 05-106 Parent Steering Volunteer Committee – Define the purpose of this committee and then work towards incorporating more parents into the committee. Nina is working with Demetria. The purpose of this committee is to help keep the parents connected to the board. Their first task will be to work on the playground tasks.
- 02-100 Apply to the State DOT for a new permit to use Bogard. Apply to the Borough for a permit on Keith. Traffic studies need to be performed by a registered engineer. Provide an update (Ernie) Jason McGrew is in contact with Ernie. Ernie will follow up on this task. The phone call has not been returned. Transportation engineers could donate their time.
- 09-005b Tax Exempt Status: The application has made it to Joanna Yawney's desk (I.R.S.) on March 10th. The turnaround time is 60 days.
- 09-003d Recycle Bins: Nina will speak with Jodi Soeder. Sandra will talk with Lowe's to see if they will donate, at cost.
- 99-998 Review *Task Report* items (Team). Changes noted on next report.

V. **New Business:**

- Family Events: Notice from Melissa O'Rourke (attached)

Seward Field Trip (Sra. Cochran's class):

The students each paid \$80.10, for a total of \$3,364. They raised \$1,200 with the pizza and tamales fundraisers, for a new total of \$4,564.

The cost of the field trip to Seward is \$4,564. Need an additional \$600 to pay for the chaperones.

Motion: To pay the additional cost of \$600 for the three chaperones, by Kevin. Motion was seconded by Sandra. Discussion followed the Motion. This decision may mean that any teacher can ask the board to pay all or part of the field trip. This will set precedence.

Motion: To reimburse the Hernandez family \$600 for cost of supplies and pay \$600 for the field trip by Kevin. Seconded by Sandra.

- Vote: After the discussion, the Motion passed unanimously with conditional acceptance. Teachers need to plan ahead, schedule their field trips on the calendar. And, funds should be allocated by the teachers for field trips, if possible.
- 05-107 Develop a plan for all future field trips. What is the protocol? How involved will the Board be?
- 05-108 Prioritize the list of fundraising activities. Generate a list of things we “need” to do and “want” to do. Everyone needs to pay attention to the list of events that have to be scheduled. (Sandra-prioritize fundraising activities)

VI. Future Items/Future Business

Identify future field trips and add to the list. (Board and Teachers)

Next meeting: May 5, 2009, at Fronteras, 7:00 P.M.

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

VIII. Adjournment: The meeting adjourned at 9:38 P.M.

**APC Governing Board Members
Present, Unless Noted Otherwise:**

Wendy Bowen
 Joyce Boyd, Secretary
 Kevin Cochran
 Ernie Hetrick
 Robert Kalander, Chair
 Lori Koutsky, Vice Chair
 Shelly Lund
 Chance Mayberry
 Sandra McMillian
 Kati Sanders, Treasurer
 Nina Shaw

Additional Attendees

Casey Bowen, Principal
 Demetria McGrew
 Melissa O'Rourke

May Fronteras APC Board Meeting
Family Activities Report- Melissa O'Rourke

The family activities we have offered this year have been enjoyable and well attended. The Fiesta went very well. Many parents, and even students, helped in the planning, decorating, clean-up etc. The teachers were also very supportive of this event.

The purpose of the Fiesta was to bring Fronteras families together for a celebration of the completion of a very successful year. Although fundraising was not the main purpose of the event, we made around \$3,500. The Fiesta planning committee would like to see some of this money made available to the teachers so they may purchase materials for their classrooms. We would also like a portion set aside as a "budget" for family activities for next year.

Looking ahead to next year.....

Back-to-School Picnic- What do you think of having a dessert social instead of a barbeque?

Science Fair - The Alaska Science and Engineering Fair will take place in Anchorage on March 26-28, 2010. I know there are differing opinions as to whether we would like our science fair be competitive or non-competitive. My suggestion is that we make our fair non-competitive. However, we will still have "judges" who interview the students about their projects and give them feedback. This provides a great opportunity for the students to practice presenting information to a specific audience. The students interested in a competitive fair can then enter their projects in the fair in Anchorage. If this plan is acceptable to the teachers, I would like to see our fair take place sometime in early March. I bring this up now so that the science fair can be added to the school calendar at the beginning of the year allowing parents and students plenty of time to be thinking about science!

Public Viewing License- Ernie provided me with additional information about the cost of getting a license to show movies at a family movie night. I know of at least one class that enjoys watching movies as they eat lunch. There are probably other classes that do so, as well. Reading the public viewing laws, it appears that movies can only be shown as an instructional tool. I suggest that we purchase the annual public viewing license at the beginning of the year. This way classes, clubs, Viernes Fantástico, fundraising and family activities committee will be able to show movies without worry.

I have thoroughly enjoyed coordinating family activities this year. Thank you for allowing me this opportunity.