

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM #152 (2009-2010)

December 14, 2009

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: RILKE SCHULE GERMAN SCHOOL OF ARTS & SCIENCES
CHARTER RENEWAL APPLICATION

ASD Goal: *All students will graduate from high school college and career ready.*

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve the renewal of the charter for Rilke Schule German School of Arts & Sciences for an additional ten years, chartering the school through the 2019-2020 school year.

PERTINENT FACTS:

Anchorage School Board charter school policy and Alaska Department of Education regulations regarding charter schools require charter schools to reapply for approval to their charters within 12 months of the expiration date of the charter. The charter for Rilke Schule German School of Arts & Sciences will expire June 30, 2010. They are subsequently reapplying to the Anchorage School Board and the Alaska Board of Education and Early Development for a ten year renewal of their charter. This renewal policy requires the school apply using the same 21 areas of consideration listed in School Board Policy 333.5. School Board Policy 333.5 on charter school applications states:

"A charter school application must include the following information in writing: Name of the charter school; Name, address, and telephone number of a designated contact person to act for the charter school applicants; Provisions for an Academic Policy Committee; Description of Organizational Structure; Description of the Educational Program; Admission Policies and Procedures; Administrative Policies; Funding Allocation and Annual Program Budget; Method by Which the Charter School Shall Account for Receipts and Expenditures; Location and Description of the Facility; Teachers/Administrators in the Charter School; Other Staff in the Charter School; Pupil-Teacher Ratio;

Number of Students Served; Transportation; Food Service; The Term of the Contract; A Termination Clause; Certification of Compliance for Receipt and Use of Public Money; State Requirements; and Other Requirements or Exemptions.”

Rilke Schule German School of Arts & Sciences is a K-8 school of choice in the Anchorage School District. Their educational program is intended to provide an outstanding education focused on high academic achievement by engaging each child through an enriched language curriculum taught primarily in German. Their teaching focus is on language, arts, and sciences, fostering creative expression through drama, arts, music, and sports. With the support of parents and the extended family, Rilke Schule German School of Arts & Sciences creates a community which is immersed in the German culture and promotes international awareness.

The original charter was approved for three years beginning July 1, 2007. Because of delays in remodeling their permanent school site, the school opened at a temporary site at Change Point Church. After extensive renovation was complete, they were able to move into their permanent location on International Airport Road for the last quarter of that school year.

Rilke Schule German School of Arts & Sciences has proven to be a very popular program, and their enrollment has soared from an average of 200 students in the fall of 2008 to over 270 currently. With emphasis placed on recruiting primary students, they now have four kindergartens, two first, and two second grades. This growth is causing them to look closely at other facility options for the future. They have added new staff members and continue to face the challenge of finding certificated German speakers with native or near-native abilities, since half of each day is taught in English and the other half is taught using the German language. The school currently has a total of 13 classrooms, grades K-8.

The principal, Crystal Wrabetz, has been there since the start, and she has done a great job of leading the school in partnership with their committed Academic Policy Committee, which still includes two of the founding board members. The Rilke Schule Verein (RSV) is their parent/teacher organization that assists the school by volunteering, sponsoring fundraisers, and other community activities. These tireless supporters volunteered more than 6,000 hours at the school in 2008-2009.

Rilke Schule has made AYP both years, but continues to use assessment data to determine areas in which to improve. Students have been placed in level-appropriate math classes, and small group instruction is provided for students at all levels. “Academic Boot Camp” and after-hours tutoring are also available for students.

The following are among the various successful activities they offer: free German language tutorial service is provided to students new to the immersion program; weekly advanced language practice is held for more advanced German speakers; two German-immersion summer camps have been held for both new and returning students; and many German cultural events have been celebrated since the school opened. They have also built robots, gone on many field trips, sponsored a drama club, held a science fair, and continue to offer school band instruction.

Rilke Schule is something to be very proud of; the school is a success in every way. The founders continue to be a part of the school and help to make it a very special place for children. It will be a pleasure to see it continue to grow and flourish in the future.

The Administration of the Anchorage School District recommends that the Anchorage School Board renew Rilke Schule German School of Arts & Sciences charter for an additional ten years under the terms of Anchorage School Board Policy, Alaska State Statutes regarding charter schools, and the Alaska Department of Education regulations for charter schools.

CC/EG/MM

Attachment

Prepared by: Mary Meade-Olberding, Supervisor, Charter Schools

Approved by: Ed Graff, Assistant Superintendent, Instruction

RILKE SCHULE



GERMAN SCHOOL
OF ARTS & SCIENCES
ANCHORAGE ALASKA

CHARTER RENEWAL
DECEMBER 2009

Rilke Schule German School of Arts and Sciences

Charter renewal application

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Charter School Application Renewal for

a. RILKE SCHULE GERMAN SCHOOL OF ARTS AND SCIENCES

Upon acceptance by the Anchorage School District, this application shall become an integral part of the Charter School Contract between the Anchorage School District and Rilke Schule German School of Arts and Sciences, and shall be the governing charter for the school.

b. Contact Information

Jeffrey Ullom, APC Treasurer
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Term Expires 2011

c. Provisions for an Academic Policy Committee (APC)

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Debra Schwicht, English Teacher Representative
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Phone: 240-1327
Email: schwicht_debra@asdk12.org Term Expires 2010

All members elected in 2009 and in the future shall serve two-year terms. Teacher members are elected by a majority vote of Rilke Schule's staff members. All other members are elected by majority vote of the school's parent population and sitting board members.

In January of each year, the Chair of the APC shall appoint an elections committee of three (3) persons. The committee is comprised of two (2) APC members not up for re-election and one (1) parent of a student at the school who is not an APC member. The Elections Committee shall oversee the election process for positions on the APC, in accordance with APC bylaws.

See Appendix D - for APC verification of duties agreement
See Appendix B - for APC bylaws

d. Organizational Structure

The affairs of Rilke Schule are managed by the Academic Policy Committee, working in conjunction with the Principal and Anchorage School District, (ASD), personnel. The APC is accountable to the Anchorage School District School Board, and acknowledges the authority of both ASD school board policy and State of Alaska statutes governing charter schools.

In addition to governing and supervising all aspects of the school, the APC shall fulfill the duties prescribed in AS 14.03.250 (Establishment of Charter Schools) and as set forth in the bylaws and shall perform the following functions, including, but not limited to:

- A. No member of the APC shall act on his/her own in the name of the APC unless so authorized by the bylaws or by resolution of the APC.
- B. Ensure the fulfillment of the mission of the School as stated in the Rilke Schule German School of Arts and Sciences / Anchorage School District contract.
- C. Uphold the mission statement as stated in the Rilke Schule German School of Arts and Sciences / Anchorage School District charter school proposal, November 9, 2006 and approved by the State of Alaska, April 11, 2007. It shall oversee accountability in academics, legal/risk management, finances, operations / maintenance, capital budgeting issues of the School and as otherwise permitted or required by above mentioned contract or by law.
- D. Promote professional conduct in accordance with Anchorage School District policies and/or Union contract.
- E. Contract with a Type B certified administrator or as otherwise qualified.
- F. Delegate to the Principal those tasks deemed appropriate by the APC and render to the Principal opinions regarding the hiring, evaluation, German language ability, and / or termination or non-retention of teachers, staff, and other personnel to the extent permitted by law.
- G. Review contracts.
- H. Review, upon request by any parent, teacher, or staff, concerns regarding requests for any purchase of materials, student-school concerns if not satisfactorily resolved first through teachers and principal.
- I. Review and rule on any other questions, issues, or policies that may arise from time to time, to the extent permitted by law.

The Rilke Schule PTO is titled the "Rilke Schule Verein" (RSV). The RSV is a separate 501(c)(3) non-profit organization committed to supporting the mission of the Rilke Schule. The RSV works in conjunction with, at the request of, and often with guidance from, both the APC and the Principal to conduct fundraisers and community cultural activities. The RSV mission is to engage in activities relating to the support of the Rilke Schule Charter School, including, but not limited to: the education of the children enrolled therein, the fostering of relationships between the school, parents, teachers and the community, and to serve its members and the public. The RSV

participates in several community events in Anchorage to educate the community about Rilke Schule Charter School.

Rilke Schule APC bylaws are included as Appendix B.

Rilke Schule parent handbook is included as Appendix K .

e. Description of the Educational Program

Rilke Schule Mission

Rilke Schule German School of Arts & Sciences is a K through 8 school that provides an outstanding education focused on high academic achievement by engaging each child through an enriched language curriculum taught primarily in German.

Rilke Schule Vision

Our teaching focus is on language, arts, and sciences, fostering creative expression through drama, arts, music, and sports. With the support of parents and the extended family, our school creates a community which is immersed in the German culture and promotes international awareness. Our school nurtures a child's natural curiosity and cultivates life-long learning.

We believe in the following values:

Multilingualism

Multilingualism is the norm in most of the world and we believe that children who know more than one language will be better prepared for life in the 21st century.

World Citizenship

By exposing our students and their families to, and immersing them in, a new culture, we will promote informed, active, and responsible world citizenship.

Respect

We believe that all children learn best when they are known and understood as individuals. Each child at our school will be accepted and challenged in the manner that is most appropriate for them. We instill respect for the diversity of humankind by applying a social curriculum that is as important as the academic curriculum. This will include manners and etiquette.

Challenges

We believe that children rise to academic challenges that are developmentally appropriate. We are committed to providing a learning environment that teaches and expects students to do the best work of which each student is capable.

Involvement

We believe that at the heart of every vibrant school are involved parents, extended families, and their communities. Board members, faculty, and families share in the daily tasks and long-term planning that comprise the ongoing functions of the school.

Healthy Lifestyle

We practice healthy living through nutritious eating and regular exercise in school.

Sustainability

We are committed to the policy of “reduce, reuse, recycle.”

Rilke Schule Goals

Each year the Rilke Schule Goals Committee solicits input from the school community and forms recommendations regarding review and revision of goals.

1. Students will learn to speak German fluently and will have a deep understanding of heritage, cultural norms and customs of German-speaking countries and use German to acquire knowledge not available to them in English.
2. Community Service – each child will be actively involved in the community to learn that helping others is part of being a responsible world citizen.
3. The school will have a financial plan to assure sustainability.
4. Students will have pen pals and e-mail pals in German-speaking countries. Regular exchange trips to partner school(s) will be made and the school will host students from partner school(s).
5. Every family will be expected to fulfill a volunteer commitment to help the school with various needs. Families will also be involved in joint projects, field trips, festivals, performances, and similar activities.
6. Traditional holidays and festivals of the German-speaking countries will be celebrated.
7. The curriculum will meet the Content Standards for Alaskan Schools in all areas.
8. Performance standards in each subject area will be evaluated regularly in

order to ensure continuity and effectiveness.

9. Students performing below proficient standards will be offered tutoring for German and/or English subjects.

10. The school, its faculty and staff will collaborate with other learning entities to enrich the school life. We will work with ASD German faculty to develop an excellent German high school program to provide our students with an opportunity to continue their advanced German studies beyond 8th grade. We will work with members of the German government, the Goethe Institute and the American Association of Teachers of German to provide pre-service and in-service staff development.

11. Professional development and additional staff training will be emphasized during in-services, as well as on other special occasions.

12. Parents will be continually informed about student progress and school events through various methods, which may include, but are not limited to: newsletters, website, notes sent home, phone calls or e-mails from teachers, regular and special parent conferences, and student portfolios.

13. Staff will be given the opportunity to improve their German through seminars in German-speaking countries.

14. Upon demand, the school will provide before and after school enrichment programs such as: Spanish, Korean, other languages, drama, robotics, chess, choir, sports, and Legos.

15. The school will maintain an active recycling program and will participate in local, national, and international ecological and conservation projects.

16. Classes in German will be offered for parents and other adults who wish to learn German.

Need for the program

Anchorage has successful language immersion programs in Spanish, Japanese, and Russian. However, there was no German offered at the elementary school level until Rilke Schule opened. Our consistent enrollment numbers and growth for the past two years exceeding 25% show the demand for a German immersion program within the Anchorage School District.

Why should my child learn a foreign language?

Scientific research has shown that foreign language learning increases achievement in basic skills such as communication and listening. It enhances brain development and memory, improves understanding of the student's native language, and gives a new perspective and understanding of language. Furthermore, it promotes awareness, appreciation, and acceptance of other peoples and cultures and prepares students to participate more fully in the global community and marketplace. Immersion students become more flexible thinkers and exhibit greater nonverbal problem-solving abilities. Many studies have consistently found that immersion students do as well or even better than non-immersion students on standardized tests.

Why German?

One in four Americans is of German descent; there is a rich history of Germans in the USA and in Alaska as well. German and English are the primary business languages of the European economies. More than 1,100 companies in German-speaking countries have subsidiaries in the United States and over 750 American companies do business in German-speaking countries.

Tens of thousands of German-speaking tourists visit Alaska each summer, creating a demand for Alaskans who are comfortable in that language.

German has proven to be a language of high interest in Alaska, which has the second highest percent of students learning German in the United States, after Pennsylvania. Every high school in Anchorage has a solid German program and our students and teachers have won national honors, including free trips to Germany.

The University of Alaska offers a major in German, so students can now continue their education in their home state. German is the most frequently recommended language by U.S. universities.

Germany has provided a rich literary, musical, scientific and political legacy for the evolution of Western Civilization. Ten percent of the books published in the world are in German. Mastery of German provides insights into German literature, science, history and culture, which cannot be obtained in translation.

Curriculum

All curriculum decisions at Rilke Schule are led by district and state content and performance standards, in conjunction with current knowledge of best practices in education.

German Language - Standards for German are based on the National Foreign Language Standards, which include the Alaska and ASD world language standards. Students begin developing their German oral and aural skills in kindergarten and gradually add reading and writing as appropriate. Teachers speak only German in class and students are encouraged to do the same, resulting in early fluency. German grammar is taught as needed in the curriculum in grades 1 - 3 and formal grammar is thoroughly taught beginning in fourth grade. Students have shown their ability in German by winning over thirty prizes in a national writing contest and by passing the international A2 German exam. Eventually all students will be expected to pass the A2 German exam after fifth grade and the B1 exam at the end of eighth grade.

See Appendix W for grade level German standards.

English Language Arts – The language arts program at Rilke was developed using best practices in all areas of language arts including but not limited to: phonemic

awareness, phonics fluency, vocabulary, comprehension, writing skills. Curriculum comes from both Houghton-Mifflin and Great Source and includes reading and writing in both German and English. Students compete in district activities including Battle of the Books and Spelling Bee.

Science – In all grade levels ASD science frameworks are used. In grades K – 6, ASD science kits are utilized and form the basis for science education in both languages. In grades 7 and 8, students use the Prentice Hall Science Explorer series as the basis for science education in both languages. Students participate in state and local events including the state science fair.

Social Studies – In addition to meeting state and local standards, which include geography, history, economics, American history, and American government, Rilke Schule's social studies program also emphasizes the German language experience, through history, economics and geography. All levels are taught considering Culturally Responsive Education standards.

See Appendix S for social studies grade level curriculum chart.

Technology – Technology use and instruction is integrated into curriculum and lessons.

Math – Math curriculum varies at different levels, but all levels meet or exceed ASD and State of Alaska content and performance standards.

Kindergarten math is taught using various worksheets and activities in both English and German. In grades one and two math is taught in the German language using German texts *Das Zahlenbuch 1 & 2*, *Matheprofis 2 & 3*, and Scott Foresman - Addison Wesley *Mathematics* for support. In grades three through six, math is taught as part of the English language curriculum. Texts used include Scott Foresman - Addison Wesley *Mathematics* and *Investigations in Numbers, Data and Space* by Pearson. Renaissance Learning Accelerated Math is used to support math concepts. In grades seven and eight, math is taught as part of the English language curriculum. Pearson Prentice Hall *Mathematics*, Courses 1, 2, and 3, is the textbook series used. Renaissance Learning Accelerated Math is used to support math concepts.

Art, Music, Drama – Fine Arts at Rilke are taught both via pull-out classes instructed by specialists in the field, highly integrated into classroom units and lessons, and also offered as afterschool enrichment activities and classes. Student work is displayed prominently around the school. Performances are held several times during the year.

P.E., Wellness, Health – Rilke Schule employs a half time P.E. instructor. German sports are integrated into the P.E. program. Outside of formal instruction, students spend daily time engaging in outdoor recreation. Wellness and Health is integrated into both language sides of the curriculum. Wellness activities also take place

during afterschool activities. Students participate in district life-long wellness activities such as Red Ribbon Week and Healthy Futures.

Assessment and Grading

Each student's math and language arts skills will be assessed to determine proper academic individualization within the program. To determine placement, assessments provided by the publishers of textbooks and specially developed for Language Arts for Rilke Schule will be used.

Academic boot camp will be available after school in English and German subjects for students who need help.

Student formative assessments will be used regularly throughout the year, in all curricular areas, using both oral and written assessment tools. Standardized tests will be administered as per ASD requirements. Rilke Schule students will participate in all required ASD testing including, but not limited to: DRA, SBA, and TerraNova.

Assessments of German language skills will also take place. Those assessments may include: Deutsches Sprachdiplom (German Language Diploma) at levels A2 and B1. The staff and the APC will review the overall results of both the standardized tests and the German assessments to determine how the program can be improved.

The kindergarten report cards will be a combination of Anchorage School District's Developmental Profile and a German skills checklist from both the German and English instructors. A narrative will be added during the 2nd and 4th semesters. All other grades will receive report cards comparable to the regular ASD report card, however they will use the German grading system (the cards will also show the American equivalents).

German Grade English Equivalent Percentage

| German Grade | English Grade | Percentage |
|--------------|---------------|------------|
| 1 | A+ | 98-100% |
| 2 | A | 92-97% |
| 3 | B | 84-91% |
| 4 | C | 72-83% |
| 5 | D | 62-71% |
| 6 | F | Below 62% |

Schedule and Calendar

Rilke Schule daily student contact schedule is 8:15am – 3:00pm from Monday

through Thursday, and from 8:15am – 1:30pm on Friday. Friday afternoons, from 1:30 p.m. – 3:00 p.m., are used by staff for collaborative planning, training, and staff development. Students have the opportunity to participate in Verein sponsored enrichment activities during that time.

Rilke Schule will follow the Anchorage School District yearly calendar, including but not limited to mandated testing dates and parent-teacher conferences and holidays. Rilke Schule reserves the right to ask for modifications of teacher in-service days in order for teachers to attend specialized training pertinent to Rilke Schule's program.

Special Education Services

Special Education students, bilingual students, and gifted students are serviced through both inclusion and pull-out services as determined by the best interest of the student. Resource and related services teachers collaborate with classroom teachers to ensure modification or differentiation of instruction and assessment in meeting students' needs. These teachers also provide testing and creation of IEPs for students. Rilke Schule complies with Anchorage School District and State of Alaska laws and statutes regarding special education students.

Proof of Student Achievement

Rilke Schule students have participated in state required testing for two years. In both years, Rilke Schule made Adequate Yearly Progress (AYP). School participation rate for the 08-09 testing year was 100%. Percent proficient for Language Arts was 94%, well above the target of 66.4%. Percent proficient for Math was 80.7%, well above the target of 54%.

Rilke Schule scored at least 10% points above the district and state averages in Mathematics and almost 16% points higher in Writing.

Appendix F shows Rilke Schule's 2008-2009 AYP Status Report / SBA results compared to the Anchorage School District and the State of Alaska averages.

f. Admission Policies and Procedures

The Rilke Schule German School of Arts and Sciences uses the same calendar of registration that alternative programs use in the ASD.

Rilke Schule Kindergarten and 1st grade students follow the same attendance starting dates as other ASD schools using the Ready, Set, Learn program.

See Appendix T for ASD calendar.

The Rilke Schule follows ASD's lottery and enrollment guidelines for charter

schools per ASD policy. Lottery dates may be added, if school and community needs require. Lottery lists and waitlists shall be created in accordance with ASD policy on charter school lottery procedures. Lottery procedures will also include a preference for children of Rilke Schule staff members.

Beginning in the 2010-2011 school year, only new Kindergarten and beginning 1st grade students will be added into the program. First graders who have spent more than one quarter at another school and new students at grades 2 and higher will not be added into Rilke Schule's program, unless the incoming student is a fluent German speaker. Rilke Schule reserves the right to add additional classes or combine classes as necessary to maintain a full student count.

See Appendix H for lottery application form.

For students who have I.E.P.s and/or 504 plans, application and admission procedures follow ASD's memorandum on Lottery School Admission Procedures for Special Education Students dated August 7, 2009.

See Appendix I for Lottery School Admission Procedure memorandum.

See Appendix J for ASD policy 332.3 Lottery Procedures / Open Enrollment

Ongoing recruitment plans include:

The Kinderfest program will be held monthly from December through April. These two-hour sessions are designed for students entering Kindergarten or 1st grade, and their parents, to have an opportunity to experience a German language immersion kindergarten.

Flyers about Rilke Schule and the Kinderfest program are distributed to preschool and childcare programs throughout Anchorage.

Rilke Schule will participate in the ASD Alternative Schools Fair.

The Rilke Schule German School of Arts and Sciences operates under the umbrella of the ASD. Therefore it will adopt the following statement of non-discrimination from the Anchorage School District and will make it publicly available to community members in handbooks and at the school facility.

Source: http://www.asdk12.org/forms/uploads/Statement_NonDiscrimination.pdf

Anchorage School District Equal Employment Opportunity Office
ASD Statement of Nondiscrimination

Note:

This statement in its entirety must be placed in all school newsletters twice each school year. This statement must also be posted in each school, unit and department in the District. Posters are available from the EEO Office.

The Anchorage School Board is committed to a policy of nondiscrimination on the basis of race, religion, sex, age, national origin, economic status, handicap, and other human differences protected by law. No

person shall be excluded from participation in, or denied the benefits of educational opportunities and services, academic or extracurricular, offered by the District.

It is the policy of the District to comply with the statutes, regulations and executive orders enforced by Federal, State, and Municipal agencies, including but not limited to Executive Order 11246, Title 41, part 60-1, 60-2, 60-3, 60-20, Title VI and VII of the 1964 Civil Rights Act, and Title IX of the Education Amendments Act of 1972, and Section 504. The Anchorage School District believes strongly that a learning environment must be structured to reflect diverse cultural traditions and contributions.

Furthermore, the Anchorage School District values diversity among students and staff and believes that all students and staff have the right to participate in school activities free from prejudice. The Anchorage School District has zero tolerance for any behaviors that ridicule, harass, intimidate, or otherwise threaten students, staff and community members on school campus or at school activities. Individual and/or groups are in violation of this policy if they:

- **Make demeaning remarks directly or indirectly, such as name-calling, racial slurs or “jokes”;**
or
- **Physically threaten or harm an individual; or**
- **Display visual or written materials or deface, damage, or destroy property or materials; or**
- **Perform any other act that is clearly discriminatory or harassing in nature;**

because of the person’s race, creed, gender, national origin, age, language spoken, ability, disability, marital status, political or religious beliefs, physical or mental condition, family, social, or cultural background, or sexual orientation.

Students or staff members who believe that they have been the subject of harassment and/or discriminatory behavior will report the incident immediately to the principal or department supervisor.

Complaints regarding harassment/discriminatory behavior will be investigated immediately

Inquiries or complaints regarding any rights protected by law or policy may be addressed to the School District Equal Employment Opportunity Director, who serves as the Title IX Coordinator, ASD Education Center, 5530 E. Northern Lights Blvd, Anchorage, AK 99504-3135, (907) 742-4132 or to any of the following external agencies: Alaska State Commission for Human Rights, Anchorage Equal Rights Commission, Director of the Office for Civil Rights, Department of Education, Department of Health and Human Services.

Any student, staff or community member who violates on a school campus or at school activity this policy by engaging in conduct defined above that directly or indirectly causes intimidation, harassment or physical harm to another student or staff member will be subject to appropriate disciplinary action.

EEO #025
AERC 2003
7/2009

Deselection

Deselection of a student due to student’s failure to comply with school rules and standards will be based upon a review of the student’s behavior referrals throughout the school year and will take into consideration continual willingness to comply, effort and behavior. Deselection of a student due to lack of parental compliance with school rules and procedures as outlined in the parent handbook will be considered on a case-by-case basis. Rilke Schule APC is currently working on creating a written policy, which will follow due process in all aspects of deselection.

Students may not be deselected prior to the end of the school year.

See Appendix K for Rilke Schule Handbook.

g. Administrative Policies

The Rilke Schule follows the Anchorage School District administrative policies and regulations as they apply to charter schools within the provisions of law and school board policy.

The Rilke Schule currently has no requested exemptions from Anchorage School Board policies or regulations, but the APC reserves the right to request exemptions in the future should such need arise.

The Rilke Schule currently has no requested exemptions from current bargaining agreements, but the APC reserves the right to request exemptions in the future should such need arise.

Rilke Schule daily student contact schedule is 8:15am – 3:00pm from Monday through Thursday, and 8:15am – 1:30pm on Friday. While this increases the student contact time daily from Monday – Thursday, it does not add time to the weekly student contact time, so therefore does not require a waiver. The schedule has been approved by Rilke Schule staff, Rilke Schule APC, the ASD superintendent, and Anchorage Education Association. Friday afternoons from 1:30pm – 3:00pm are used for collaborative planning, training, and staff and professional development.

Prospective employees are told of the different schedule, the nutrition policy, parent pick-up, classroom procedures and the dress code during interviews.

h. Funding Allocation and Annual Program Budget

The 2009-2010 budget was based on a projection of 240 students. However, during the count period we maintained an average of 265 students, and are awaiting the deposit by ASD of the additional funds.

The Rilke Schule 2010-2011 program budget is based on a projected enrollment of 288 students, based on the per pupil funding formula as per AS 14.03.260, and may be supplemented by grants, fund-raisers, and additional funds if any supplied by the ASD. The projected funding for the 2010-2011 school year is \$8,247.00 per pupil. The total projected budget for 2010-2011 is \$2,375,136.00. This amount is figured after the reduction of the 3.82% ASD indirect costs. This money is distributed as follows: Salaries \$1,155,331.00, Benefits \$487,948.00, Lease and Custodial \$635,000.00, Other Purchased Services \$45,260.00, Supplies and Materials \$38,850.00, Liability Insurance \$11,000.00, and Capital Outlay \$1,747.00.

Details are set forth in Appendix M, Rilke Schule 2010-2011 projected budget.
See Appendix P for Rilke Schule 2009-2010 budget.
See Appendices N and O for financial overview.

Rilke Schule's student population during the count period in October 2009 was 265. The Rilke Schule APC has approved adding two full Kindergarten classes for 2010-2011. The projected population for 2010-2011 is based on adding additional Kindergarten students and reducing the total number by a projected attrition, based on an average of Rilke Schule's historical attrition rates.

See Appendix R for a projected growth chart for the next 10 years.

Additional monies that are currently enjoyed by Rilke Schule include a German government sponsored grant, which is written to the school's parent support group, Rilke Schule Verein. The money is currently being spent on German textbooks and readers for our students. The granted amount has been 15,000 Euros for each of the past two years. The currency equivalent has exchanged to over \$21,000.00 each year.

Rilke Schule receives funding from the Quality Schools Initiative equivalent to all ASD schools.

Other than the efforts of the supporting parent organization, The Rilke Schule Verein, there are no fund-raising events in progress.

Rilke Schule students are charged an annual incidentals fee. The current amount is \$100.00 per child. Additional children in the same family are charged a reduced fee of \$90.00. These monies help sponsor student activities, field trips, and student projects. The money are managed through our Student Activities/School Discretionary Fund, commonly known as the "5 Fund". The money is deposited with the Anchorage School District, and allocated through the ASD approved purchasing process.

i. Method by Which the Charter School Shall Account for Receipts and Expenditures

Rilke Schule complies with AS 14.17.910 on Restrictions Governing Receipt and Expenditure of Money from Public School Foundation Accounts.

Rilke Schule accounts for receipts and expenditures by using and complying with all Anchorage School District accounting, auditing and fiscal procedures that apply to charter schools.

Rilke Schule grants ASD accounting personnel access to financial records and plans as needed, in cooperation with ASD accounting department and Anchorage School Board policies, and in compliance with AS 14.17.910.

Rilke Schule has requested no waivers at this time, but reserves the right to request waivers, should the need arise.

All leases, debts and other financial obligations of Rilke Schule shall not constitute a debt, liability or financial obligation for either the Anchorage School Board or the Anchorage School District.

j. Location and Description of the Facility

Rilke Schule is housed in a leased facility located at 650 W. International Airport Road, Anchorage, AK 99518. A lease is currently in place with International Airport, LLC, until June 30, 2010. Custodial services are provided for within the lease.

A copy of the current lease is attached as Appendix Q.

The renegotiation process begins in January 2010. Meanwhile, there is an ongoing effort to locate a more suitable and cost effective facility that includes better access, parking, gymnasium space and outdoor playground space.

The current facility consists of approximately 25,000 square feet. Included in this are 13 grade level classrooms, an art room, music room, library space, and a gym / multipurpose room. Support spaces include a Principal's office, administrative office space, resource room, workroom, staff lounge, storage space, server room, janitorial closets, and a nurse's office. A playground space with equipment and space for running and games is also provided.

A map of the current facility is included with the lease as Appendix Q.

All applicable federal, state, and local requirements concerning health, safety and fire codes will be maintained by the school facility. Rilke Schule shall remain in compliance with all applicable codes for the life of the contract.

At this time Rilke Schule is not utilizing Anchorage School District space, but requests the right of consideration should appropriate space become available in the future.

k. Teachers/Administrators in the Charter School

Rilke Schule certificated teachers for the 2009-2010 school year are:

Marilyn Ballagh
Peter Birmanns
Claudia Bittlingmaier
Stephanie Campbell
Elizabeth Cooper
Kevin Downie
Michael Helgesen
Judith Keihl-Teekell
Charmin Martin
Jessica Martin
Kim Nelson
Catherine Richards
Debra Schwicht
Branden Strauch
Tim Whiteley

A majority of these staff members have been with the school since its opening. Several staff members have been added as the school population has grown.

Rilke Schule school staff also includes an itinerant related services staff in addition to the resource teacher. This staff includes a school psychologist, speech teacher, ELL teacher, OT, and PT.

Rilke Schule employs a full-time, Type-B certificated, principal. The current principal is Crystal Wrabetz, who has been principal since the school opened.

Evaluation for Rilke Schule employees is the same as other ASD employees. Staff is evaluated using the applicable performance method, as directed by ASD, Totem or ACE contracts.

Principal evaluations are done by the APC and the ASD Charter School Supervisor. ASD evaluation is done per the State Board of Education and Early Development and the Anchorage School District Performance Standards for Administrators. An additional annual review is done by the APC, utilizing additional performance indicators specific to Rilke Schule.

See Appendix U for principal evaluation form.

I. Other Staff in the Charter School

In addition to teachers, Rilke Schule currently employs the following staff positions:

1 Administrative Assistant – Julie Pierce

1 School Secretary – Terri Wood

2 Teacher’s Assistants – Angelika West & Amanda Marley

1 Nurse – Part-Time – Elisabeth Lee

m. Pupil-Teacher Ratio

Pupil Teacher Ratio for the 09 – 10 school year is 1:17, based on 265 full-time students and including a part-time special education teacher. Maximum allowable enrollment is currently 300, which would give Rilke Schule a maximum PTR of 1:20, if the hours of the special education remain the same.

n. Number of Students Served

Projected student numbers for the 2010-2011 school year are 288 students, accounting for the average percent of attrition historically seen at Rilke Schule and the addition of two classes of Kindergarteners. The interest for the program for the 2009-2010 school year was so high that four kindergarten classes were admitted.

The APC requests authorization from the Anchorage School Board to raise maximum enrollment at 400 students.

See Appendix R for a 10-year projection, maintaining two full Kindergarten classes yearly.

o. Transportation

Parents or guardians of students at Rilke Schule are responsible for providing timely transportation for their child to and from school daily.

p. Food Service

It is the responsibility of Rilke Schule parents or guardians to provide daily lunches in accordance with the school’s healthy nutrition policy for their child. Rilke Schule parents, working in conjunction with a nutritionist, have developed nutrition guidelines which are posted on the school’s website and sent home at the beginning of the year in pamphlet form.

See Appendix V the Rilke Schule Healthy Nutrition pamphlet.

q. Term of the Contract

Rilke Schule requests a 10-year charter school contract, the maximum allowable by ASD and Alaska Statutes.

r. Termination Clause

A termination clause is provided in the contract. The language of the termination clause reads as follows:

“This contract may be terminated by the School Board for the Charter School’s failure to meet educational achievement goals or fiscal management standards, for a default in any material provision of this agreement or for other good cause. The School Board shall provide at least 30 days written notice to Charter School of its intent to terminate this contract and the reason therefore. If Charter School fails to remedy the cause for termination within the time provided in this notice, then this contract shall automatically terminate at the end of the stated time. Any unused funds remaining shall immediately be returned to the School District upon such termination. Charter School may terminate the contract on an annual basis. In such event, Charter School shall notify the District by February 1 of a given school year of its intent to cease operations the following year. “

See Appendix C for contract.

s. Certification of Compliance for Receipt and Use of Public Money

Rilke Schule certifies that it will comply with all federal, state and local requirements for the receipt and use of public money.

t. State Requirements

Rilke Schule is applying to the State of Alaska Department of Education and Early Childhood (EEC) for a charter renewal. At this time,

See pages 20 - 40 for State of Alaska EEC application.

u. Other Requirements

At this time, Rilke Schule has no additional provisions to be included in this contract. Rilke Schule does not request waivers from any Anchorage School Board policy or regulation, nor from any State of Alaska regulation, but reserves the right to request the consideration through appropriate channels should the need be required in the future.



**EDUCATION
& EARLY DEVELOPMENT**

**Charter Schools
APPLICATION**
for

**RILKE SCHULE GERMAN SCHOOL OF
ARTS AND SCIENCES**

FY 09-10

Alaska Department of Education & Early Development
801 W 10th Street, Suite 200
P.O. Box 110500
Juneau, AK 99811-0500

December 2009

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Charter Schools Application

| | |
|--------------------------------|--|
| Name of Charter School: | <u>Rilke Schule German School of Arts and Sciences</u> |
| Date of Application: | <u>December 1, 2009</u> |
| District: | <u>Anchorage School District</u> |
| School Contact: | <u>Jo Sanders or alt. Jeffrey Ullom</u> |
| Phone Number: | <u>(907) 345-0203 (907) 229-2448</u> |
| E-Mail Address: | <u>frausanders@alaska.com Jeffrey.ullom@gmail.com</u> |

1. ACADEMIC POLICY COMMITTEE

- (a)** Has the school's independent academic policy committee operated at an acceptable level?
- (b)** Is there an independent academic policy on file?

Evidence: Appendix A - copies of selected minutes from 2008-2009 and 2009-2010 school years.

Appendix B - Rilke Schule Academic Policy Committee bylaws.

The Rilke Schule German School of Arts and Sciences Academic Policy Committee (APC) has been operational since before the school opened. Bylaws were amended in April of 2008.

Successful elections were held in Spring of 2009 to fill seats left open when some original members left due to other obligations. The APC currently consists of 8 members who meet on the second Thursday of each month to conduct school business and discuss matters of importance to the school. The APC recently participated in a Foraker training class along with members of the school's PTO.

See Anchorage School District charter application sections on Academic Policy Committee (page 1 - 3) and Organizational Structure (page 3 - 4) for detailed information.

2. LAW PROVISIONS

- (a)** To be valid, the application must include a separate, signed, charter school contract with the district, addressing the fourteen provisions as listed under AS 14.03.255(c)(1 – 14).
- (b)** Have the responsibilities of the academic policy committee regarding provisions of the law been fully addressed?
- (c)** Is the charter school within the bounds of the most current applicable statutory and regulatory requirements?

Evidence: Appendix C - Rilke Schule and Anchorage School District charter school contract
 Appendix A - Rilke Schule APC minutes (see March 2008)
 Appendix D - APC verification of duties agreement

Rilke Schule Academic Policy Committee members have attested that they understand their roles and responsibilities for the continuing success of the school. Their roles and the provisions of law therein are addressed in the Rilke Schule bylaws, which are available to the public on the school's parent-maintained website.
<http://www.rilkechule.org>

The Rilke Schule follows the Anchorage School District administrative policies and regulations as they apply to charter schools within the provisions of law and school board policy. The contract between Rilke Schule and Anchorage School District includes all provisions of AS 14.03.255c(1-14). Rilke Schule administration and APC work diligently to ensure all provisions are met.

The Rilke Schule certifies that it is currently, and intends to remain, within the bounds of all applicable statutory and regulatory requirements.

3. EDUCATION PROGRAMS

- (a)** Has the school made reasonable progress in meeting its academic goals?
- (b)** Has the school demonstrated progress, where applicable, on the statewide assessment?
- (c)** Has the school demonstrated progress, where applicable, on other assessments?
- (d)** Does the school use its assessment data to drive decision-making in curriculum and instruction?
- (e)** Where performance-based assessments are used, does the school have clear criteria?

Evidence: Appendix E ASD Memorandum #50 (2009 – 2010) (Letter of support from Charter Schools Supervisor)

Rilke Schule has set specific academic goals to increase Math, Science, Language Arts, and German scores. Reasonable progress has been achieved. Progress with data-drives professional development, decision-making, and test score disaggregation continues. Significant progress in Science scores on the Spring 2009 SBA captured the attention of the ASD Curriculum Department. They have requested that Rilke Schule teachers share strategies via an on-line survey.

Staff members analyze test scores school-wide, then break into grade level groups for further disaggregation of test scores. The process is continued throughout the year during our weekly collaborative planning times, where we also review and synthesize data.

We are in the process of creating performance-based assessment for our German curriculum. We have completed assessments for some levels, but others still are in creation. Eventually all students will be expected to pass the A2 German exam after 5th grade and the B1 exam at the end of eighth grade. Other performance assessments may include the Deutsches Sprachdiplom (German Language Diploma).

4. PROGRAM ACHIEVEMENT

- (a)** Is the school implementing a well-conceived plan to ensure equal and bias-free access for all students, for all facilities, courses, programs, activities, and services?
- (b)** Is the school systematically addressing the needs of students who do not perform at acceptable levels of proficiency in the statewide assessment program?
- (c)** Is the school systematically informing parents of their child's performance and progress?
- (d)** Did the charter school provide student assessment participation rates?
- (e)** Has the charter school made a comparison between their assessment scores and the district's assessment data?
- (f)** Has the charter school made a comparison between their assessment scores and the state's assessment data?
- (g)** Has the charter school shown disaggregated scores across all categories?
- (h)** Does the school provide professional development that is goal-based and driven, in large part, by the student assessment data?
- (i)** Is the school implementing a well-conceived plan to demonstrate progress over time?

Evidence: Appendix F - Rilke Schule's 08-09 AYP Status report - SBA results compared to the Anchorage School District and the State of Alaska averages
Appendix G - ASD non-discrimination policy

Rilke Schule German School of Arts and Sciences has adopted the Anchorage School District policy of non-discrimination to ensure a equal and bias-free access to all students.

Parents are kept informed of their child's progress using a combination of methods. These methods include: progress reports, email, Rilke Schule and teacher websites, phone calls, and meetings. Teachers are expected to be in close communication with parents and to supply a bi-weekly parent letter.

Students who do not perform at acceptable levels on the statewide assessment program have a variety of options; after school homework club, after school academic boot camp, individual tutoring, and/or special education assistance. They also may work in small groups during class instruction with an aide.

Student formative assessments will be used regularly throughout the year, in all curricular areas, using both oral and written assessment tools. Standardized tests will be administered as per ASD requirements. Rilke Schule students will participate in all required ASD testing including, but not limited to: DRA, SBA, and TerraNova. Assessments of German language skills will also take place. Those assessments may include: Deutsches Sprachdiplom (German Language Diploma) at levels A2 and B1.

The staff and the APC will continue to review the overall results of both the standardized tests and the German assessments to determine how the program can be improved.

Rilke Schule students have participated in state required testing for two years. In both years, Rilke Schule made Adequate Yearly Progress (AYP). School participation rate for the 08-09 testing year was 100%. Percent proficient for Language Arts was 94%, well above the target of 66.4%. Percent proficient for Math was 80.7%, well above the target of 54%.

Rilke Schule scored at least 10% points above the district and state averages in Mathematics and almost 16% points higher in Writing.

Disaggregated scores are reported in all categories, except for groups with too small a population to report.

After reviewing our test data, Rilke Schule has provided professional development opportunities in areas of math instruction, science instruction, and corporative learning instruction, among others.

Rilke Schule is implementing a well-conceived plan to improve student progress over time by reviewing its goals and test scores annually, using forward planning and backward design among other methods, as evidenced by the increased student test scores.

5. ADMISSION PROCEDURES

- (a)** Does the school have admission procedure criteria?
- (b)** Are eligible students specifically defined?
- (c)** What are the provisions for accommodating additional students, if necessary?
- (d)** Is there a lottery or other type of provision for random drawing for enrollment when applicants exceed the school's capacity?

Evidence: Appendix H - ASD lottery application form
Appendix I - ASD Lottery School Admission Procedure Memorandum
Appendix J - ASD School Board Policy 332.2 Lottery procedures – Open Enrollment
Appendix K - Rilke Schule Parent Handbook
Appendix L - Student mobility trends

Rilke Schule follows ASD's lottery and enrollment guidelines for charter schools per ASD policy. Lottery dates may be added, if school and community needs require. Lottery lists and waitlists shall be created in accordance with ASD policy on charter school lottery procedures. Lottery procedures will include a preference for children of Rilke Schule staff members.

Beginning in the 2010-2011 school year, only new Kindergarten and beginning 1st grade students will be added into the program. First graders who have spent more than one quarter at another school and new students at grades 2 and higher will not be added into Rilke Schule's program, unless the incoming student is a fluent German speaker. Rilke Schule reserves the right to add additional classes or combine classes as necessary to maintain a full student count. into Rilke Schule's program, unless the incoming student is a fluent German speaker.

For students who have I.E.P.s and/or 504 plans, application and admission procedures follow ASD's memorandum on Lottery School Admission Procedures for Special Education Students dated August 7, 2009.

Rilke Schule's student enrollment numbers have steadily grown over the life of the school. Expectation is that the school will continue to grow to a maximum of 400 students. Exit interviews show that the reason families have left the school include the following predominant factors: moving for job opportunities, family dynamic changes and deployment. A few students have transferred to other ASD school to access special programs. Children have also completed the maximum grade level Rilke Schule offers (i.e. 8th grade). Some students have left because the challenge of learning a second language in an immersion model was too great.

Deselection of a student due to student's failure to comply with school rules and standards will be based upon a review of the student's behavior referrals throughout the school year and will take into consideration continual willingness to comply, effort and behavior. Deselection of a student due to lack of parental compliance with school rules and procedures as outlined in the parent handbook will be considered on a case-by-case basis. Rilke Schule APC is currently working on creating a written policy, which will follow due process in all aspects of deslection.

Students may not be deselected prior to the end of the school year.

6. ALTERNATIVE OPTION

- (a)** Is there a provision in place for students who do not wish to attend the charter school, even though it's the only option?

Rilke Schule German School of Arts and Sciences is a school of choice within the Anchorage School District and does not require alternative options for students not wishing to attend.

7. ADMINISTRATIVE POLICIES

- (a)** Is there an administrative policy that follows charter school law?
- (b)** Does the school present evidence that there is a full and abiding understanding of the obligations of the administration in providing for the control and supervision of the charter school?
- (c)** Is there compelling evidence that the school's leadership is strong?
- (d)** Is there compelling evidence that the school has handled organizational challenges effectively and competently?
- (e)** Are the mechanisms in place;(e.g. an advisory grievance committee) to respond to, and, where indicated, resolve complaints?

Evidence: Appendix D - APC verification of duties agreement
Appendix B - Rilke Schule APC bylaws

Rilke Schule follows the Anchorage School District administrative policies and regulations as they apply to charter schools within the provisions of law and School Board Policy. The Rilke Schule administration and Academic Policy Committee work with ASD personnel and the ASD legal department to ensure that all procedures and policies are fulfilled in accordance with applicable laws. APC members attest to knowing and understanding their responsibilities toward the continued success of the Rilke Schule.

Rilke Schule currently has no requested exemptions from Anchorage School Board policies or regulations.

A majority of the staff members have been with the school since its opening. Several staff members have been added as the school population has grown.

Rilke Schule employs a full-time, Type-B certificated, principal. The current principal is Crystal Wrabetz, who has been principal since the school opened, and has received excellent evaluations from the ASD Charter School Supervisor each year.

The annual APC board election was held in Spring of 2009. New positions were added to the board and expired terms were filled. Two of the original founding board members remain on the board.

Rilke Schule and Anchorage School District both have provisions in place to allow grievances and community concerns to be heard and addressed in an effective manner. At each board meeting a "new business" and a "public comment" section is included to allow all interested parties a voice. APC members are available via email and phone to address concerns and complaints, as well as to address community input and suggestions.

8. FUNDING ALLOCATION

- (a) Is a charter school budget summary in place that designates the funding allocation from the local school board in addition to a summary of the charter school budget?
- (b) Is the school district going to implement indirect costs? If so, what services are provided to the charter school for this indirect fee?
- (c) Will the charter school be eligible for the additional local revenue over the 4-mills required in the foundation program?
- (d) Has the charter school met the requirement to achieve a positive or zero ending fund balance?

Evidence: Appendix A - copies of selected APC board meetings minutes where budget was discussed
Appendix M - 2010 - 2011 proposed operating budget
Appendix N - Ending balance budget 2007-2008
Appendix O - Ending balance budget 2008-2009

Funding is based on the Foundation Formula, provided by the State of Alaska through the Anchorage School District.

Rilke Schule submits a balanced projected budget to the Charter Schools Supervisor by mid-November of each year, approved by the school's Academic Policy Committee, that shows the expected revenues and expenditures for the following school year. The project budget for that following year uses estimated student enrollment numbers.

Adjustments to the charter school budget may be necessary if the estimated revenues are revised due to School Board, legislative and/or Assembly action. The charter school program budget will be adjusted according to actual enrollment during the Foundation count period.

The school's procedure for handling budgeting matters is located in the school's Academic Policy Committee Bylaws. The Principal or his/her designee shall present to the APC at each regular monthly APC meeting a ledger itemizing all income, expenses and budget transfers since the prior APC regular monthly meeting, and copies of all accompanying bank account statements. The APC may at any time cause a full or partial independent audit of School monies to occur.

The ASD indirect cost is 3.69% for this year, rising to 3.82% for the 2010-2011 school year. The services provided by the District include, but are not limited to: Charter Schools Supervisor, accounting, payroll, Human Resources and coordination of school wide assessment data with the State on behalf of the charter school.

Rilke Schule ended the first year of operation (2007/08) with a positive fund balance of \$133,080, and the second year (2008/09) with a positive fund balance of \$14,072.

9. FISCAL SOLVENCY

- (a)** Has the charter school, over the course of the initial charter, implemented a well-conceived financial plan to ensure the fiscal solvency of the charter school?
- (b)** Do the audit reports to date indicate that the school has met its obligation to ensure the fiscal integrity of the school's financial operation?
- (c)** Has the school achieved efficiencies in its operation?

Evidence: Appendix N - financial statement from 2007-2008 with ending balance budget
 Appendix O – financial statement from 2008-2009 with ending balance budget
 Appendix P – 2009 – 2010 working budget
 Appendix B - APC bylaws
 Appendix A - monthly APC minutes with budget discussions.

Rilke Schule has in place a procedure for the review and approval of its annual budget and other budget matters as outlined in the APC bylaws.

Rilke Schule German School of Arts and Sciences has passed all audits, which have been run through the Anchorage School District. There have been random, regularly scheduled, & requested audits on various aspects of our budget & grant managements. The State of Alaska audited the initial Implementation & Start-up Grants. The German government has audited the use of the PASCH grant monies. Our insurance company audits salaries and benefits annually. Outside auditors request specific purchase orders and receipts as part of a full ASD audit. All audits are managed by the Anchorage School District Accounting Department. We have passed each audit successfully, per the Anchorage School District. The ASD has verbally confirmed that our accounting practices are customary and usual, with acceptable outcomes, for each audit.

Rilke Schule has ended every fiscal year with a surplus of funds. The APC reviews the budget regularly to ensure fiscal solvency.

10. FACILITY PLANS

(a) Does the school present a clear and detailed plan for maintaining the present site or, if indicated, acquiring a suitable and adequate education facility?

Evidence: Appendix Q - current lease and map

Rilke Schule is housed in a leased facility located at 650 W. International Airport Road, Anchorage, AK 99518. A lease is currently in place with International Airport, LLC, until June 30, 2010. Custodial services are provided for within the lease.

The lease renegotiation process begins in January 2010. Meanwhile there is an ongoing effort to locate a more suitable and cost effective facility that includes better access, parking, gymnasium space and outdoor playground space.

The current facility consists of approximately 25,000 square feet. Included in this are: 13 grade level classrooms, an art room, music room, library space, and a gym / multipurpose room. Support spaces include a Principal's office, administrative office space, resource room, workroom, staff lounge, storage space, server and janitorial closets, and a nurse's office. A playground space with equipment and space for running and games is also provided.

All applicable federal, state, and local requirements concerning health, safety and fire codes will be maintained by the school facility. The Rilke Schule shall remain in code compliance for the life of the contract.

11. TEACHER TO STUDENT RATIO

- (a) Is there a plan which adequately addresses teacher-to-student ratio?
- (b) Is the plan reasonably based on projected enrollment figures?

Evidence: Appendix R - 10-year Rilke Schule Overall Student Projections

Pupil Teacher Ratio for the 09 – 10 school year is 1:17, based on 265 full time students and including a part time special education teacher. Maximum allowable enrollment is currently 300, which would give Rilke Schule a maximum PTR of 1:20, if the hours of the special education remain the same.

The APC requests authorization from the Anchorage Scholl Board to raise maximum enrollment at 400 students.

12. ENROLLMENT

- (a)** Has the student enrollment been stable?
- (b)** Has the school's enrollment been at a maximum?

Evidence: Appendix R - 10-year Rilke Schule Overall Student Projections

Projected student numbers for the 2010-2011 school year are 288 students, accounting for the average percent of attrition historically seen at Rilke Schule and the admission of two classes of Kindergarteners. The interest for the program for the 2009-2010 school year was so high that four kindergarten classes were admitted.

While some classes have been closed at the student cap and necessitated the formation of a waitlist, the upper level classes began small and will continue to be smaller, until the bulk of students move through the program. The smaller upper level classes, combined with the student caps on classes have combined to keep our enrollment numbers below the maximum.

Ongoing recruitment plans include:

The Kinderfest program held monthly from December through April. These two-hour sessions are designed for students entering Kindergarten or 1st grade, and their parents, to have an opportunity to experience a German language immersion kindergarten.

Flyers about Rilke Schule and the Kinderfest program are distributed to preschool and childcare programs throughout Anchorage.

Rilke Schule participates in the ASD Alternative Schools Fair each year.

13. TEACHING METHOD/CURRICULUM

- (a) Does the school have a plan that addresses explicit teaching methods that will benefit an age group, grade level, or specific type of student?
- (b) Does the school have a systematic plan in place to monitor curriculum implementation and curriculum quality?
- (c) Has the school undertaken curriculum review and revision?
- (d) Is there evidence to support effective intervention with students who are “at risk?”
- (e) Is the school addressing the needs of students with educational disabilities?
- (f) Where applicable, does the school address the needs of students with limited English proficiency?

Evidence: Appendix S - social studies curriculum chart
Appendix A - APC minutes showing discussion of handwriting curriculum adoption (July and August 2009)

Rilke Schule teaching methods and curriculum decisions are led by district and state content and performance standards, in conjunction with current knowledge of best practices in education. Students are evaluated at the beginning of the year, and periodically during the year, to determine proper academic individualization within the program.

Rilke Schule teachers have attended several trainings dealing with teaching methods for immersion schools, including: language immersion institutes, Kagan’s Cooperative Learning training, American Association of Teachers of German (AATG) conferences, Dinah Zyke training, math and language arts training . They also attend ASD trainings on methodology and adopted curriculum, including Houghton Mifflin training, science kit training, and trainings for grade level assessment.

Curriculum adoption, review, and revision is an ongoing process. Early in the first year, teachers and APC members proposed a different math textbook series than the originating founders had suggested. Curriculum adoption included a review of text series, a proposal to the APC board, and a parent viewing/question night, so the community could view the different texts. Rilke Schule underwent the same process when adopting a handwriting curriculum in the third year. Two curriculum committees have been formed, one for German curriculum and one for English curriculum. These committees work together to ensure all standards are met and to create units applicable to individual grade levels.

Qualifying Rilke Schule teachers are encouraged to take advantage of the Anchorage School District’s mentor program to receive training in specific grade level methods.

Rilke Schule employs a certificated Special Education teacher on a part-time basis. This teacher monitors at risk and disabled students and works closely with teachers to ensure all students’ needs are being met in the appropriate manner and setting.

German Language - Standards for German are based on the National Foreign Language Standards, which include the Alaska and ASD world language standards. Students begin developing their German oral and aural skills in kindergarten and

gradually add reading and writing as appropriate. Teachers speak only German in class and students are encouraged to do the same, resulting in early fluency. German grammar is taught as needed in the curriculum in grades 1 - 3 and formal grammar is thoroughly taught beginning in fourth grade. Students have shown their ability in German by winning over thirty prizes in a national writing contest and by passing the international A2 German exam. Eventually all students will be expected to pass the A2 German exam after fifth grade and the B1 exam at the end of eighth grade.

English Language Arts – The language arts program at Rilke was developed using best practices in all areas of language arts including but not limited to: phonemic awareness, phonics fluency, vocabulary, comprehension, writing skills. Curriculum comes from both Houghton-Mifflin and Great Source and includes reading and writing in both German and English. Students compete in district activities including Battle of the Books and Spelling Bee.

Science – In all grade levels ASD science frameworks are used. In grades K – 6, ASD science kits are utilized and form the basis for science education in both languages. In grades 7 and 8, students use the Prentice Hall Science Explorer series as the basis for science education in both languages. Students participate in state and local events including the state science fair.

Social Studies – In addition to meeting state and local standards, which include geography, history, economics, American History and American Government, Rilke Schule's social studies program emphasizes the German language experience, through history, economics and geography. All levels are taught considering Culturally Responsive Education standards.

Technology – Technology use and instruction is integrated into curriculum and lessons.

Math – Math curriculum varies at different levels, but all levels meet or exceed ASD and State of Alaska content and performance standards.

Kindergarten math is taught using various worksheets and activities in both English and German. In grades one and two math is taught in the German language using German texts *Das Zahlenbuch 1 & 2*, *Matheprofis 2 & 3*, and Scott Foresman - Addison Wesley *Mathematics* for support. In grades three through six, math is taught as part of the English language curriculum. Texts used include Scott Foresman - Addison Wesley *Mathematics* and *Investigations in Numbers, Data and Space* by Pearson. Renaissance Learning Accelerated Math is used to support math concepts. In grades seven and eight, math is taught as part of the English language curriculum. Pearson Prentice Hall *Mathematics*, Courses 1, 2 and 3, is the textbook series used. Renaissance Learning Accelerated Math is used to support math concepts.

Art, Music, Drama – Fine Arts at Rilke are taught both via pull-out classes instructed by specialists in the field, highly integrated into classroom units and lessons, and also offered as afterschool enrichment activities and classes. Student work is displayed prominently around the school. Performances are held several times during the year.

P.E., Wellness, Health – Rilke Schule employs a half-time P.E. instructor. German sports are integrated into the P.E. program. Outside of formal instruction, students spend daily time engaging in outdoor recreation. Wellness and Health is integrated into both language sides of the curriculum. Wellness activities also take place during afterschool activities. Students participate in district life-long wellness activities such as Red Ribbon Week and Healthy Futures.

14. COLLECTIVE BARGAINING

- (a) Where applicable, does a collective bargaining contract exist that alludes to contract exemptions that are agreed to by both the school district and bargaining unit?
- (b) If no contract exemptions are agreed to, are the employees of the charter school subject to all provisions of the collective bargaining agreements enforced in the school district?

Rilke Schule staff members are Anchorage School District employees, with the same rights and privileges as other ASD employees. Collective bargaining agreements for Rilke Schule employees are the same as other ASD employees, whether AEA, ACE, or totem. For details regarding collective bargaining agreements refer to <http://www.asdk12.org>

The Rilke Schule currently has no requested exemptions from current bargaining agreements, but the APC reserves the right to request exemptions in the future should such need arise.

Rilke Schule student daily student contact schedule is 8:15 – 3:00 from Monday through Thursday, and from 8:15 – 1:30 on Friday. While this increases the student contact time daily from Monday – Thursday, it does not add time to the weekly student contact time, so therefore does not require a waiver. Friday afternoons from 1:30 – 3:00 are used for collaborative planning and training.

Prospective employees are told of the different schedule, the nutrition policy, parent pick-up, classroom procedures and the dress code during interviews.

15. CONTRACT TERMINATION

(a) Is there a charter school contract termination clause currently in effect?

Evidence: Appendix C - Rilke Schule / Anchorage School District contract.

A termination clause is provided in the draft contract included in the Anchorage School District charter school reapplication as Appendix C. The language of the termination clause reads as follows:

“This contract may be terminated by the School Board for the Charter School’s failure to meet educational achievement goals or fiscal management standards, for a default in any material provision of this agreement or for other good cause. The School Board shall provide at least 30 days written notice to Charter School of its intent to terminate this contract and the reason therefore. If Charter School fails to remedy the cause for termination within the time provided in this notice, then this contract shall automatically terminate at the end of the stated time. Any unused funds remaining shall immediately be returned to the School District upon such termination. Charter School may terminate the contract on an annual basis. In such event, Charter School shall notify the District by February 1 of a given school year of its intent to cease operations the following year. ”



Rilke Schule

**German School of Arts and Sciences
Academic Policy Committee Meeting
March 7, 2008 at 6:30 pm 650 West International Airport**

Meeting Minutes

APC Members present: Petra Nickerson (Treasurer), Antje Carlson (Secretary), Jo Sanders, Crystal Wrabetz, Joe Reid

Present: Mike Boots, Debra Schwicht, Renata Hoskins, Denny Drury, Chris Heckmann, Davina and Jason Sunkel; Craig Moellerstuen, Arlynda and Jerry Hermann

Agenda

1. Call to order
2. Approval of minutes from last APC meeting
3. Reports of officers and standing committees
 - a. Principal report - Crystal
 - b. Finance committee report- Petra
 - c. Building committee report- Klaus
 - d. Curriculum committee report - Jo
 - e. Rilke Schule Verein report - Craig
 - f. ASD charter school supervisor report - Connie
4. Old business
 - a. IT Contract
 - b. By-law committee - Max
 - c. German Summer Camp - Jo
 - d. Grand Opening Ceremony
5. New business
 - a. Copier Contract
 - b. Musher Banquet/Familienfest
6. Public comments
 - a. Community comments max. 2 min. each
7. Announcements
8. Adjournment

Discussion

Minutes from the February 2008 meeting were unanimously approved.

Finance report-Mike:

Remaining 07/08 budget as of 02/29/08: \$613,986. Little change to budget; a meeting has been scheduled with Marie Lou Boughton, chair of payroll, Crystal and Mike. A more detailed

explanation from Boughton is sought regarding payroll charges. Any budget corrections will be made then. Mike believed that a much clearer picture for the remaining school funds will surface. Funds for IT services: At this point \$22,000 for new equipment is available for IT services. The group also addressed expenses for a copier contract through ASD and as per Pam Chenier's e-mail. Details: minimum guaranteed copy count: 600,000. Amount is prorated for the remainder of the year. Mike asked inquired about the length of the copier contract.

Principal report—Crystal:

Crystal submitted purchasing list needed for the school: 200 folding chairs and tables, storage shelves for German resources, shredder, social studies materials, reference books; computer table. In light of outstanding and not finalized big item expenses, such as IT services, the copier contract, the unclear staff payroll, and the outstanding landlord bill, Anije expressed concerns about expenditure for all items. A discussion about necessity and prioritizing of purchases followed. Joe Reid offered to purchase a storage shelf for German resource room (\$100 value). Folding chairs and tables are needed for performances in the MPR.

After deliberation Petra motioned to give Crystal permission to purchase 30 chairs and 4 tables. Joe seconded. The motion was unanimously approved.

Furthermore Crystal was given the approval to spend \$500 without prior APC approval. Anije added that it is understood that the total value of an order could not exceed \$500, meaning the school cannot issue three orders each totaling \$500.

Lottery applications: 63 applications are on file for the March 21, 2008 lottery.

Building and landlord concerns: Crystal reported that landlords show up on a daily basis at school and that a "quiet enjoyment" is not possible. The parking lot and playground areas are hazardous because of scattered construction debris and need to be cleaned. Electric wiring appears to be unstable, particularly in the MSP. The Hermann family reported that circuit breakers popped at different occasions and while serving lunch. After snow melt there is flooding in the basement and water is standing on the carpet. Landlord contacts potential renters of available rooms without coordination or approval from the school.

Curriculum / Summer Camp-Jo

Jo explained that the curriculum development is looking at a cross-curricula plan. The summer camp comprises 2-week themed camps and there are 4 sessions. Cost: \$250/week. Maifest: Beginning of May. Anije suggested a rubber duck race on one of the creeks nearby as a means of fundraiser.

RSV report-Craig:

Nick's, and Lisa's tickets for the Milwaukee teacher immersion conference were purchased. Crystal's ticket is under negotiation, any extra left-over money will be used to cover additional expenses.

Account standing:

German Travel Club: \$879.50; Library Fund: \$1595; Playground Fund: \$4674;

The RSV established a "RSV Perm Fund. 10% of all fundraiser money is placed into this account. Current balance: \$922.71

Playground: Estimated costs for playground structure is \$55,000. To have the playground by June 2nd in time for summer camp, order must be placed by April 18th.

ASD charter school supervisor report – Connie
Connie Bensler not present

IT contract:

A long deliberation regarding the Rednal Electronics & Telecom bid. The latest bid dated 03/08/2008 reduced the amount of cable drops to 50 and labor and materials are included in the final bid price of \$18,570. The previous bid was \$21,810. The bid includes one closet. Denny said that he could provide CAT 5 cable that is a surplus item in his office. During a discussion regarding the 50 cable drops, Craig strongly recommended to leave the 80 cable drops and to forego the wireless option. Anije requested to amend the final bid to reflect specific dollar amounts for donated materials and labor.

Petra motioned to accept the bid for \$21,810 under the condition that the suggested amendment for donated materials and volunteer labor be included in the final bill proposal. Joe seconded the motion. The motion was unanimously approved.

Copy contract:

Petra motioned to accept the copier contract. Jo seconded. The motion was unanimously approved.

APC Bylaws:

Anije reported that the bylaws are ready for public review. Crystal will make copies available at the school and Craig offered to upload them to the RSV web and provide us with a direct URL. Anije mentioned that the Bylaws must be clearly identified as APC Bylaws to avoid any confusion and misunderstanding. Craig assured this.

Grand opening:

After a long discussion when the actual opening celebration should take place, everybody agreed that August 26th will be the scheduled grand opening day. Debra Schwicht suggested inviting the first graduating 8th graders, too.

Musher Banquet/Familienfest:

The initially scheduled event on 03/22/08 falls on Easter. The previous week, 03/15/08 is too soon as the race is still ongoing at that time. It was agreed that next year we send out the invitation to the mushers long before the Iditarod race and will now just send an informative letter to let the mushers tell them about the existence of a German school in Anchorage and extending an invitation for a visit when they are in town.

The meeting was adjourned at 8:45pm by Petra Nickerson
Minutes submitted by Anije Carlson

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Rilke Schule

German School of Arts and Sciences
Academic Policy Committee Meeting

April 11, 2008 at 6:30 pm; 650 West International Airport Rd.

Meeting Minutes

APC Members present: Petra Nickerson (Treasurer), Anje Carlson (Secretary), Jo Sanders, Crystal Wrabetz, Joe Reid, Max Gruener

Present: Connie Bensler, Mike Boots, Barbara Farmer, Debra Schwicht, Renata Hoskins, Craig Mollerstuen, Pam Drury, Davina and Jason Sunkel, Renata Hoskins, Stephanie Campbell, Terri Wood; Jeff Ullom; Mrs. Palvin;

Agenda

1. Call to order
2. Approval of minutes from last APC meeting
 - a. Reports of officers and standing committees
 - b. Principal report - Crystal
 - c. Finance committee report- Petra
 - d. Building committee - Klaus
 - e. Curriculum committee report-Jo
 - f. RSV report - Denny
 - g. ASD charter school supervisor report - Connie
 - h. Old business
 - i. Bylaw committee - Max
 - j. Grand opening planning - Joe
 - k. Summer camp - Jo
3. new business
 - a. Playground updates - Jeff Ullom
 - b. Adult German classes at Rilke - Klaus
 - c. Preschool planning group - Petra
4. Public comments; community comments max. 2 min. each
5. Announcements
6. Executive session (personnel/finance/negotiations/litigation)
7. Adjournment

Discussion

Finance report-Mike: is confident school year will end with a positive balance. All but two personnel issues were clarified. A technical problem is teachers who left in the middle of the school year and transferred to another school. Once the problem is fixed there will be extra money of approx. \$15,000 in the budget that can be transferred to the next FY 08/09. An APC budget workshop is scheduled for May 6th at 11am at the ASD center on Boniface.

Principal report—Crystal: Marilyn Ballagh resigned and will retire. Debra, Jo, Charmin travel to Germany; Nick, Lisa, Jo, and Crystal travel to conference in WI.

Student enrollment 222; Crystal will check with ASD who has confirmed with two charter schools. A May 1st lottery is discussed. Max: We should set benchmark dates for number of students. The hiring of teachers begins May 5/6; Terri: what is the class size in each grade? That remains to be seen but the school wants to maintain low student numbers in each class.

Building-Klaus: Labor issues with the state have been settled; front canopy is sitting in the shop waiting to be approved by the municipality. Klaus reminded principal to keep hallways clear of storage; basement - cannot be used for primary functions; only storage; coat racks in the works

Curriculum / Summer Camp-Jo

Expansion of German k-4 = half day German; broader worldview content will be worked into the upper grade curriculum;

RSV report-Craig: Biggest business project is the realization of the playground. The coin wars fundraiser yielded about \$3000. The RSV paid the Milwaukee conference trip. Travel club: 12 kids in the club, 6 are going to Germany; 6 adults will chaperone. Stops include: Freiherr vom Stein Gymnasium in Leverkusen-Partner school where they stay with German families, then they visit Cologne, Aachen, Bacharach; Munich, Rothenburg. The group travels with Condor for \$1000; Charmin will stay extra and takes intensive German course at the Goethe Institut. Reminder: International dessert event in support of the travel club is upcoming

ASD charter school supervisor report – Connie

Announcement: AK charter school conference July 1st in Homer. Charter school report is due in Connie's office July 1st;

APC Bylaws:

Review of the APC Bylaws. Feedback and comments for changes were submitted by those present at the meeting. Changes were noted in the document and bylaws will be amended accordingly

Motion by Joe: Approval of amendments to the bylaws as discussed

Discussion: none

Approval: The APC bylaws amendments were approved unanimously.

Motion by Jo: We approve the bylaws as amended.

Discussion: none

Approval: The APC approved the amended bylaws unanimously and they are effective as of 4/11/2008.

Grand opening:

Wednesday October 1, 2008 is scheduled for Grand Opening. The Grand Committee: Crystal, Petra, Joe, Antje.

Summer camp-Jo: Crystal is the required administrator for the summer camp. The camp includes the following sessions: Fractured Fairy Tales, Back to Nature, Medieval Madness, and German Legends and Sagen. The visiting native speaker interns will assist in teaching the camps; high school students will help out.

Connie points out that the school cannot discriminate against acceptance to the upper grade. Jo maintains that students cannot be accepted without prior German knowledge because all the others have had already one year of German. Connie will check if that is in accordance with the charter statutes.

Playground updated – Jeff Ullom

The final bid for the Evos playsystem is about \$71,000. Currently only Jeff Ullom and Linne Weinberger are the playground committee and they intend to recruit more committee members. Jeff is weighing some ideas regarding cheaper shipping of the structure to AK. They have received a couple of bids on the fence. Jeff requests that anybody who sends out fundraising brochures to keep him informed. Natasha von Imhof will submit a personal proposal to Rasmussen foundation. Pam Drury: Denny is playing with ideas of how to best recognize sponsors. In the playground account are \$10,000. As soon as the ground is sufficiently thawed out, the landlord wants to put in fence and pave the parking and playground area.

Adult German Classes – Klaus

Antje wants to transfer her adult German classes from Lumen Christi to Rilke Schule. She had previously submitted a proposal to Crystal and Klaus. The proposal was discussed.

Motion by Jo: Motion to accept Antje's adult German class approval as submitted.

Petra seconded the motion. Antje abstained from voting; the rest of the APC members approved.

Preschool planning group – Petra

According to Petra parents are basically expecting full-time daycare. For a full-time daycare the school needs to go through the licensing program. However, if we have 2 days 3-5 hours of day care no licensing is required. Craig suggested to look into existing pre-school programs and see if a German preschool can be included there—Anchorage Gymnastics or Boys and Girls Club. At Rilke Schule they might run into space problems.

Public Comments: None. Questions were answered when topic was discussed.

Executive Session (Personnel/finance/negotiations/litigation)

The meeting was adjourned at 9:40 by Klaus Mayer

Minutes submitted by Antje Carlson

Rilke Schule APC Meeting
7/11/2008 6:35 PM

APC Members in Attendance:
Klaus Mayer - Chair
Joe Reid - Member/Parent
Jo Sanders - Member/Teacher
Crystal Wrabetz - Principal
Max Gruener - Member

Klaus opened the table for public comment:
None

Announcements:
None

Approval of minutes from last APC Meeting:
Tabled until next meeting

Reports:

Finance Report - Mike Boots - reported some discrepancies with ASD. A total of \$150,000 is to be carried over to next year. However, ASD has changed the rules on how the school is able to transfer the money over. The money can only be used in the "supplies and equipment" category. An email was sent to ASD to request a reconsideration of this change. A meeting was held, but did not change the ASD position. A second email was sent to find a better solution.

Other charter schools will be contacted to see if they are having the same problem. Connie will be our channel into the ASD once the board makes contact with the other schools.

Principal Report - Crystal

- Summer camp was a great success.
- Phones - Completed by the end of July/beginning of August.
- Calendar - to draft out events through out the school year. The calendar is currently in a "draft" format, but is planned to be published on the school's web site upon completion. It was discussed that the 1st grade class will start with the rest of the grades. The K students will start the following Monday.
- Current number of students - 264 "interested" students (this includes 8 new applicants waiting on the lottery). This number was discussed at length and led into a discussion of advertising (see below).
- Staff - Deborah will be transferring into K and library. Other faculty will be added as needed to accommodate student numbers.

Advertising - Denny - Radio stations (102.1 and 92.9) have contacted the school and requested to speak with the person in charge of PR. Denny has picked this up in Petra's absence. Jo motioned for the allocation of \$3,000.00 for the advancement of

advertisement, Joe Seconds. The motion passed unanimously. Denny will continue to work closely with Petra upon her return on the 15th.

Playground - Jeff - The playground is currently in the MPR and waiting to be put up. Two pieces were damaged while being shipped. The manufacturer and shipping company are working through their differences. The planned surface for under the equipment has changed to wood chips. Ties will need to be put in place to hold the 12 inches of chips needed for the structure. The concern now is the back lot work not being completed (resurfacing, fence, etc...)

Building Update - Klaus - a meeting is set up with Change Point. A proposal was put in by the landlord to get the resurfacing completed. This should be accomplished within the next two weeks. The front landscaping and parking lot are also being worked on. The paving in the back lot is a higher priority than anything done to the front.

Grand Opening - Joe - A report was given on the direction of the committee. Jo recommended giving Hans Schwaiger a paper copy for distribution. School Board members should also be invited. One quote for catering has been received from Sweat Basil. A second quote has been requested from UAA. Sky Chefs might be another option for catering. The next meeting date will be posted on the school web site. Add something about the school mascot.

Curriculum - Jo - restructuring for both English and German. Math will be given at least one hour per day. Expanded German (half day) throughout the grades. Writing will also be heavily focused. Jo is also going to be working closely with the German teachers on their lesson plans.

RSV Report - Denny - a questionnaire will be distributed at registration to see how folks heard about the school. This data will help narrow our focus for advertising. The RSV is always looking for volunteers for various work groups.

Clothing options and other school logo items (key chains, lanyards, etc...) will be offered for sale during the registration. Ideas for future merchandise should be sent to Denny. It was mentioned that the students should be offered water bottles and tote bags for the students. This is a possibility for a money raising event for the RSV to sell these items as well.

A recycling program will be instituted for the coming school year. The workgroup might look into an after school program for recycling.

The yearbook - the workgroup dissolved and it was not communicated that they needed help. This project is still in the works. However, refunds are being offered for those who do not want to wait. The project will be assigned a due date of the start of the school year. The RSV will be sponsoring the BBQ on the 8th of August. The next RSV meeting will be held Monday the 14th. The focus will be on the upcoming registration.

Additional Comments:

Dress code – a committee has been established, to include student input, and will be competed prior to registration.

By-Laws – are available at the office.

Adjournment: 8:45 PM

Rilke Schule

German School of Arts and Sciences

Academic Policy Committee Meeting

August 8, 2008 at 6:30 pm; 650 West International Airport Rd.



Meeting Minutes

APC Members present: Klaus Mayer (Chair), Antje Carlson (Secretary), Petra Nickerson (Treasurer), Max Grucner, Crystal Wrabetz,

Present: Mike Boots, Connie Bensler, Cassie Jeremias, Jeff Ullom, Patti and Kevin Wilbanks, Arlynda Hermann, Stephanie Gould and many new parents.

Agenda

1. Call to order
2. Public comments: community comments max. 2 min. each announcements
3. Announcements
4. Approval of minutes from last APC meeting
5. Reports of officers and standing committees
 - a. principal report - Crystal
 - b. finance committee report- Petra
 - c. building committee - Klaus
 - d. curriculum committee report-Jo
 - e. rilke schule verein report - Denny
 - f. ASD charter school supervisor report - Connie
6. Old business
 - a. Marketing efforts RSV/APC
 - b. Grand opening planning - Antje
 - c. Summer camp follow-up - Crystal
 - d. Dress code committee recommendations - Petra
7. New business: AATG group membership - Jo
8. Executive session (personnel/finance/negotiations/litigation)

Adjournment

Discussion

Public Comments: Patti wanted to know the status of the playground area and Klaus responded that this question would be addressed in the building report. Kevin wanted to know if the APC had a treasurer. Yes, Petra Nickerson. Stephanie inquired into the after-school program and was told that the program is in the finalizing process. A new parent requested to know the screening procedure for future teachers to avoid situations like Alex Mayo. Several parents attested that no harm had been done to the children. Members of the APC explained to the parent that this

particular teacher had come from the ASD and had no prior criminal record. The school complies with all background checks.

Announcements: None.

Approval of minutes: Jo motioned to approve the minutes from the APC meeting June 13th and July 11th. Petra seconded. Both minutes were unanimously approved.

Principal Report - Crystal: Crystal suggested to extend the student supplementary fees for employees. Motion: Fee is waived for any employee with children at school. Petra seconded. Motion was unanimously accepted.

The activation total for students as of 08/08/08: 172. Lottery applications: 26. All returning families were contacted. Families are still on vacation and will register late. Families on waitlists have been contacted and trifolds were mailed.

IT & phone work has not been completed. A problem occurred with the ACS equipment. Rednal Electronics submitted a proposal for the purchase of a Phone system in the amount of \$2,6000.

Summer camp was a success. One summer camp was cancelled due to insufficient student numbers. Suggestion: Offer three camps right after school is over. Many families are on vacation during the 4th session. Perhaps offer a refresher camp one or two weeks prior to start of school.

Advertisement: One ad in the "Back-to-school insert" in the ADN contained two typographical errors. A radio ad with 102.1 FM had German errors in the announcement. Both ads had not been approved. The APC reminded the Marketing Committee that any kind of outgoing message must be approved by Crystal. Particularly German ads must be proofread by a native German speaker. The messages can be submitted via e-mail or hardcopy to Antje Carlson or Petra Nickerson.

Finance Committee Report - Petra; Mike Boots: The ending SY 07/08 saw a \$133,080 fund surplus that is carried over to SY 08/09. Still minor adjustments need to be made. The \$30,000 energy grant went to teaching supplies 4040. The money was just encumbered and available to be spent. \$30,000 worth of bills that still need to be processed. ASD overcharged one salary for a teacher who joined Rilke Schule late in the year. The overcharge amounted to \$21,000 but ASD did not adjust it. A new regulation affecting schools: Carry-over money can be in either supplies and/or equipment. That includes all 4000's and 5000's in any counter. Rilke Schule accounts are still not accessible.

Building Committee Report - Klaus: Klaus reported that the APC is negotiating with landlords regarding the playground improvements. Two proposals had been submitted, one from the APC and the last proposal from the landlords came in Friday morning. The landlord agreed to asphalt and suggest that R.S. pays for the fence. Kimberly Smithson submitted paving proposal. \$40,000 for the paving and \$18,000 for fencing. Landlord have better proposals available. A spirited discussion followed during which many suggestions were made on how to get the project done. Some parents were upset that the playground area is still not done. Klaus reassured that the playground is of great importance to the APC and that a playground will be done by the time school starts.

Curriculum Committee Report – Jo: Jo suggested an AATG group membership for all German teachers at Rilke Schule.

RSV Report – Cassie: The playground equipment is fully paid and a letter will be written to gift the structure to the school. The RSV would like to meet with APC to discuss each other's role and expectations. The APC agreed and suggested to propose a meeting date and time. Again, the APC repeated the request to have everything proof read and approved.

ASD Charter School Supervisor – Connie: She addressed the issue regarding better parent volunteering. A payment for volunteer hours cannot be a requirement for parents. The school needs to make this an option to in-person volunteering. A good record must be kept how the money is received and spent. The carry-over budget; no money will be lost; accounting procedures must be followed; money leftover can't be used for salaries; rent; activity and contracted services have been allowed on a case-by-case situations; keep money in special roll-over budget surplus account; only charter have control over their budget. APC chair will participate in the meeting with ASD 9/8/08 board meeting;

Marketing Efforts: see Principal report for information regarding advertisement. Someone made the suggestion to advertise in "Tid-bits"

Grand Opening Planning - Anjje: After Joe Reid's resignation, Anjje is chairing now the Grand Opening Planning Committee. She reported about the invitation list and invitation cards being mailed this coming week. Two more volunteers signed up for the committee.

Summer Camp Follow-up – Crystal see under Principal report

Dress Code Committee Recommendations – Petra: Petra chaired the committee and presented a summary of all comments that were submitted. Out of these comments a news Dress Code Policy was proposed. The APC read the proposal line by line and made amendments to the proposal. Anjje motioned to accept the amended Dress Code Proposal. The motion was accepted 3-1. Petra did not accept the motion. The dress code proposal was accepted.

Meeting was adjourned by Klaus Mayer at 9pm.

Executive session followed the public meeting.

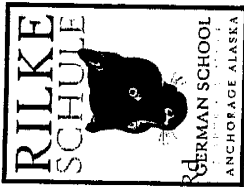
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Rilke Schule

German School of Arts and Sciences

Academic Policy Committee Meeting

September 12, 2008 at 6:30 pm; 650 West International Airport



Meeting Minutes

APC Members present: Antje Carlson (Secretary), Petra Nickerson (Treasurer), Jo Sanders, Crystal Wrabetz.

Present: Cassie Jeremias, Jeff Ullom, Patti and Brett Wilbanks, Ariynda and Jerry Herrmann, Greg Gould, Jim & Sherry Amundsen, Ann Weese, Carrie Ross, Liz Crawford, Denny Drury, Barbara Farmer, Scott Schillingner, Tallie Wellman, Linnee Weinberger, Debra Schwicht, Angela Wood, Stephanie Campbell, Jason Seeder & wife, Laura Steven and one other parent

Agenda

1. Call to order
2. Public comments: community comments max. 2 min. each announcements
3. Announcements
4. Approval of minutes from last APC meeting
5. Reports of officers and standing committees
 - a. principal report – Crystal
 - b. finance committee report - Petra
 - c. building committee – Antje
 - d. curriculum committee report- Jo
 - e. rilke schule verein report - Denny
6. Old business
 - a. Marketing efforts RSV/APC
 - b. Grand opening planning – Antje
7. New business:
 - a. Rilke Schule food policy – APC / Jim & Sherry Amundsen
 - b. Room Rental – Stephanie Campbell / Crystal

Adjournment Executive Session

The meeting was called to order at 6:35pm by Antje Carlson, who led the meeting in the absence of president Klaus Mayer.

Public Comments: Antje announced that elections would be postponed until a special meeting (date has yet to be decided) in the near future since APC did not have full board present. Jim Amundsen remarked that RS policy of prohibiting student pick-up/drop-off is incorrect by stating it is according to DOT regulations. DOT does not stipulate the policy – RS should rephrase the wording.

Linnee Weinberger spoke about the traffic problems during drop off and pick up of students. Situation has gotten better over time and with more volunteers, but is still chaotic and dangerous. The problem is three lanes of traffic (1 going east on W 53rd, 1 going west and one line stopped in front of the fence to load students into cars). Suggested solutions: no U-turns in the RS parking lot on W 53rd because the pick-up wait line extends well past our parking lot – instead do a U-turn past the Hope building. Wait east of AK Housing driveway until motioned to move forward by volunteers (do not block their driveway). Reserve 3 parking spots (front row, east corner) in the RS parking lot on W 53rd for the buses from Boys & Girls Club, Arctic & Anchorage Gymnastics, as well as TaeKwonDoe. They can park their buses, gather their student on the playground and walk them to their bus (if they don't have other students on the bus). Jeff Ullom will talk to the bus drivers. The original traffic pattern needs to be edited (Klaus) and reposted on the RS & RSV websites, and sent out in the next newsletter along with a verbal description (linnee will send it to Antje). We will try new traffic pattern for 4 weeks and then reevaluate. The volunteers also need a double-sided STOP sign (currently, our signs say STOP on one side and SLOW on the other).

Jason Seeder voiced concerns over the large size of 2nd grade (29 students) and asked if it was going to change. Petra: APC is aware of size but has no means to change – 4 kids don't warrant an extra class. Substitute TA Thomas Brown has been very helpful. One parent volunteer and PE teacher both made very positive statements about the class, the behavior, the learning environment, and especially Herr Nick's ability to keep the kids in check.

Sherry Amundsen voiced her concern that 6th grade has a lot of new kids who don't yet know German and so far, the curriculum has been focused on repetition. Do we have plans to split the German lessons into different levels? Jo: No, kids who took part in summer camp are up to speed, repetition of material from last year is normal at the beginning of the school year and new students will get help in after-school boot camp if needed.

Scott Schillingner complimented the school's progress as a representative of the German Club and mentioned that he wants to talk to the APC about future ways to help the school. Jo took the opportunity to thank the German Club again for their playground contribution – round of applause. She also mentioned that grades 5-8 will be working on an 'immigration to the US' project and will need to interview immigrants from Germany, asked if German Club members might volunteer.

Linnee Weinberger came back to traffic problems and asked for consequences for unsafe behavior. Parents have been dropping students off at the gas station and across the street from the fence, have been backing up into the crosswalk (nearly ran over 4 students) etc. Linnee requested to send home from letters explaining the traffic pattern and rules with these offending parents to enforce our policies. If they keep offending, to hold their children in the school for pick-up, forcing the parent to park the car, walk in the school and sign their child out. She asked if an APD officer could come one day to enforce traffic. Crystal has requested one but APD declined. Antje requested a list of unacceptable behavior from Linnee. Ann Weese suggested purchasing plastic mannequins (slow down dummies) to stand in the crosswalk, but that would impair traffic flow. Linnee invited George Vakalis (ASD) to witness drop-off and he did come one morning. He is working on trying to get some solutions implanted for RS (probably a cross walk), but signage is unlikely. Classes need to be released exactly at the same time to speed up pick-up. Idea was to give 2-minute warning over radio. Crystal said the problem was old batteries in some of the wall clocks in the classrooms, they are all being exchanged and the clocks are reset. It was

also made clear that parents cannot have mini-conferences with teachers at time of pick-up and that the playground will be closed to ALL children from 2:45pm until 3pm to make sure that students stay in their class line until picked up.

Brett Wilbanks stated that rescheduling the election of the open APC slots is against the current RS by laws. Antje and Petra reiterated that election will happen with full board asap.

Announcements: None.

Approval of minutes: Petra motioned to approve the minutes from the APC meeting August 8th. Jo seconded. Minutes were unanimously approved.

Principal Report – Crystal: Crystal stated that APC is working hard on resolving the anticipated budget shortfall of approximately \$60,000. We currently have 216 students enrolled. She announced that we hired Marilyn Ballagh as our Special Ed. Teacher and that music teacher Kevin Downie is planning on starting a band/orchestra program for grades 5-8 M & W morning from 7:30am to 8:15 am, beginning in October. She also talked about the current recruiting efforts by sending flyers to students on the wait list of some of the other language immersion programs and to some preschools. Furthermore, she talked about welcoming the director of Amity (the organization that set up our intern visits) at RS this week.

Finance Committee Report – Petra: Petra explained the deficit situation (less students than anticipated, receive roughly \$8,000/student). RS ended last school year with a surplus, however that money has been encumbered in the categories of teaching supplies and equipment – thus cannot be spent on any other expenses (i.e. salaries, benefits, rent). Patty Wilbanks asked if we transferred all budgeted 08/09 money out of equipment and supplies to other areas such as salaries. Petra confirmed. Furthermore, all extra costs have been cut from the current budget such as advertising, substitute teachers. APC is working on further solutions to deficit. Greg Gould asked if we had looked into which of our parents might be qualified subs to use their volunteer hours that way. Laura Stevens asked what grants we applied for? FLAP grant – Jo said it is a lengthy process and we have to work closely with ASD. German government grants (15,000 Euro and 1,500 Euro mini grant), 1 paid teacher from Germany (have not found somebody who has met stringent ASD standards).

Building Committee Report – Antje: The broken valves have now been fixed. Patty Wilbanks asked about the status of the fence and if the Oct. 1st deadline was still in place. Antje answered that the fence project was currently on hold due to our budget situation. Landlord is willing to have fence built but wants 100% reimbursement from school which we cannot afford right now.

Curriculum Committee Report – Jo: Jo is developing German lesson plans for history and geography and is working on the above mentioned immigration project that came to us through AATG. Terri Wood asked how teachers communicated what was taught last year in their classroom to avoid duplications (the example given was spelling lists). Jo answered that most of the curriculum is dictated by ASD curriculum. Teachers are required to write an end-of-the-year summary of what they covered for their successors. Also, grades 2 - 4 are going to be using the same curriculum textbooks, so teachers will know what was taught.

RSV Report – Denny: Open House is planned for Tuesday, 9/16/08 from 7 – 8:30pm. RSV has a general meeting next Monday, 9/15/08. The next radio ad 1 scheduled to run from 9/22 through 9/28. It is a corrected version and it says that RS is still accepting students.

Antje expressed her disappointment with the performance of the advertising committee (Denny) and asked to dissolve it and start anew. No motion was made.

Arlinda Hermann is working with the German Club to have a small group of RS students perform at this year's Oktoberfest.

RSV has started the first fundraiser this year, a Reader's Digest catalog sale. One parent contacted Crystal, very upset because his daughter had told him she had to go door-to-door or write an essay about it if she didn't. Crystal reassured the parent that door-to-door selling was not required. It actually states on the fundraising materials "Please no door-to-door selling" in multiple locations.

Marketing Efforts: Ann Weese and Greg Gould immediately stepped forward to build a temporary (2 week) recruitment committee. The goal is to recruit a minimum of 10 students (all grades except 2nd grade) by Sept. 30th. Ideas included:

- a big sign at school front "Enrolling Now" – Terri Wood will create it
- "We made Grade" campaign, advertising our Adequate Yearly Progress achievement
- Testimonials from parents who brought their students from successful programs – Terri Wood will collect testimonials from up to 16 families that we will post on our website
- Target chamber of commerce to be included in "Welcome to Anchorage" packets
- Parent volunteers are willing to help send out flyers to waitlisted students
- APC should include the ASD October enrollment rule on the website (the school will receive funds for every child enrolled during the month of October – the child doesn't have to be attending to count, i.e. can be sick)
- Target preschools with flyers to draw in people for the upcoming open house (preschoolers targeted for next year, they also might have older sibling) – Ann Weese
- We should have a brag wall, maybe an electronic reader board facing Int'l
- On the website's home page, we should have bulleted list (still enrolling, made AYP, German government sponsored, etc.)
- More signage on the front to identify building as a school

Grand Opening Planning – Antje: The food is ordered. We are expecting 200 people. Next meeting is 9/18/08 at 4:30pm at the school. The meeting is open to the public. Denny found the distributor who supplies all ASD schools with flag. The price for one US flag, one German flag, and one Alaskan flag, plus ceremonial flag stands is \$235. The order needs to be confirmed by the beginning of next week for the flags to be here by October 1st.

Food Policy: Jim and Sherry Amundsen expressed their displeasure with the inconsistencies of the RS food policies (the paragraph on the website does not match the note sent home with their daughter) and that the RS food policy didn't follow the ASD policy. Antje advised the parents to form a committee, recruit members and write an extensive food policy, including items such as

how to read a food label. The policy should be brought back before the APC for approval. In the mean time, the APC will move ahead to try and get a waiver from the ASD board for its current food policy (10/13/08). The consistency of enforcement by teachers was questioned. It appears that many items that were allowed to be eaten last year have been forbidden this year (fruit snacks, Nutrigrain bars, yoghurt covered raisins, etc.). The APC decided to go back to last year's enforcement rules (no sodas, no cookies, no sugar, no gogurts). One parent said that teachers have been taking away foods and advised that teachers should make sure not to take away the child's main meal. The APC encourages teachers to ask kids to put away sugary snacks but not to physically take them away. If the student doesn't have anything else to eat, we rather have the student eat a sugary item than to go hungry.

Room Rental Proposal – Stephanie Campbell: Stephanie Campbell, one of RS's teachers, proposed that her dance group rent the multipurpose room one night a week (Wednesday) for between \$10 to \$50 a quarter. The group will use the room between 6:30pm and 8:30pm the latest. The dance group performs Middle Eastern dances at events such as the State Fair. They don't charge for their performances and don't receive compensation. While they are not a nonprofit organization, they do not have any funds since they don't charge membership fees. Members will pay the rental fee out of their own pockets. Anjie bargained to have the group perform at an RS event as part of the rental agreement. Jo moved to accept the proposal, Petra seconded. The motion was unanimously approved.

Comments: Sherry Amundsen asked if RS was part of the Johns Hopkins Gifted Student Web, Petra answered in the negative and asked what the program was. A RS staff member would have to arrange for testing of gifted RS students through the Johns Hopkins Organization. APC will research this program.

Meeting was adjourned by Anjie Carlson at 8:32pm.

Executive session followed the public meeting.

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Rilke Schule

German School of Arts and Sciences

Academic Policy Committee Meeting

October, 2008 at 6:30 pm; 650 West International Airport Rd.

Meeting Minutes

APC Members present: Klaus Mayer (Chair), Antje Carlson (Secretary), Petra Nickerson (Treasurer), Jo Sanders, Max Gruener, Crystal Wrabetz (principal)

Present: Denton Drury, Jeff Ullom, Greg Gould, Cassie Jeremias, Connie Bensler, Patti and Kevin Wilbanks, Arlynda Hermann, Alicia Zagorski, Angelika West, Terri Wood, Claudia Bittlingmeier, Debra Schwicht, Craig Mollerstuen, Kayla Simmons, Ann Weese, Liz Crafford

Agenda

1. Call to order
2. Public comments: community comments max. 2 min. each announcements
3. Announcements:
 - a. New APC members teacher representatives
 - b. Thank you to Grand Opening Committee
4. Approval of minutes from last APC meeting
5. Reports of officers and standing committees
 - Principal report – Crystal
 - a. Finance committee report- Petra
 - b. Building committee – Klaus
 - c. Curriculum committee report-Jo
 - d. Rilke Schule Verein report - Denny
 - e. ASD charter school supervisor report - Connie
6. Old business: Marketing efforts – RSV/APC
7. New business: APC interim member election
8. Executive session (personnel/finance/negotiations/litigation)

Adjournment

Discussion

Call to order: 6:35PM

Public Comments: None

Announcements: Klaus commended the Grand Opening Committee for its organization of the event, October 1st. He announced the teacher representatives on the APC: Debra Schwicht for the English program, Claudia Bittlingmeier for the German curriculum

Approval of minutes: Klaus moved to accept the September minutes, Max seconded. Minutes were unanimously approved.

Principal Report – Crystal: Crystal reported about a visit from Fronteras, a Spanish Immersion Charter School from Wasilla. The visit was a professional development day for Fronteras teachers. Enrollment holds steady at 211 students. The 3 k-classes were combined into 2 and each class has now 23 students. Debra Schwicht and Judith Keil-Teekell teach now 6th grade. A safety walk-through took place and Rilke Schule is required to do a lot of furniture anchoring to the wall. As September Rilke Schule has a new AA: Julie Pierce, Catherine Richards, Crystal Wrabetz, Jo Sanders, Peter Birmanns, and Claudia Bittlingmeier went to the International Immersion Conference in Minneapolis. The Healthy Lunches Committee is requesting feedback from parents.

Finance Committee Report – Petra: Currently the budget is in a deficit. Drastic changes and cuts of unnecessary budget items need to be made. Negotiations to have the carry-over from last year cover a possible deficit are on-going. The janitorial bills exceed the anticipated service expense. Connie: A “Budget Reserve Account” is discussed at ASD, which gives more spending discretion to the schools.

Jo asked where the German grant money was and Connie replied that it was deposited in an 05 account. It can be used for travelling abroad. Antje interjected that she needs the original receipts for items purchased if they come out of that grant. Petra announced that the 09/10 budget is due 10/30 and is built on 240 students. A budget meeting with Donna Beaulieu is scheduled for Friday 10/24 at the school. Klaus inquired if that amount of students was enough to cover the budget and Petra believed that 240 was a realistic number. Connie advised to err on the side of caution. Jo added that the “immersion rule” goes into effect, meaning that only kindergarten and 1st graders can be admitted to the school.

Building Committee Report – Klaus: Klaus reported that landlords need to take care of the fire marshal issues found during the safety walk-through as well as the sewer issues. It was reported that the stair case railing had fallen off in the pink hallway but that it was immediately fixed. Jo asked if snow plowing arrangements have been made. Jeff requested clarification if the school has intentions to use the donated chain link fence material that is currently stored at a person’s house. Klaus confirmed. Debra Schwicht wanted to see a more balanced heating system. Klaus reminded that such concerns and requests need to be placed on the standing punch list with the landlords. He said he would talk to the landlords.

Curriculum Committee Report – Jo: Children will do a unit on Germanic tribes and it was suggested to have media coverage for the performances. Other units are “The Romans” and “German Immigrants”.

RSV Report – Denny: A family movie night and the Book Fair will be organized by the RSV. The RSV purchased the movie viewing license. The Readers' Digest fundraiser in school resulted in a \$4,400 profit. Some parents want to establish a Grant Committee and School-Business Partnerships. The playground project is officially completed and paid in full. The question regarding fundraiser money and the money's deposit was asked. Fundraiser money is deposited in the General Fund. Klaus suggested establishing funds for stipends and scholarships. Denny reported that communications between RSV/APC are going well.

ASD Charter School Supervisor – Connie: Connie lauded the Grand Opening, October 1st and also commended the RSV for doing a very nice job in supporting the school. She suggested inviting pre-school children and having an open house. Regarding the school's janitorial services, Connie suggested looking into hiring an ASD custodian with an approximate \$36,000 plus benefits salary. The custodian would be available at the school throughout the day.

Marketing Efforts—Ann Weese: In the 12-week recruitment campaign prior to the student count period, free radio ads ran on NPR. The PR committee forwarded a parent statement about Rilke Schule via e-mail. Flyers were distributed to pre-schools. In regards to an open house for Kindergarten, Jo suggested three Saturday classes for pre-schoolers. Claudia Bittlingmeier offered to volunteer with help. A date has not been determined.

APC interim member election: The APC anonymously elected Jeff Ullom as new interim member. His interim term expires January 2009.

Meeting was adjourned by Klaus Mayer at 8:11 pm.

Executive session followed the public meeting.

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Rilke Schule

German School of Arts and Sciences

Academic Policy Committee Meeting

November 14th, 2008 at 6:30 pm, 650 W. International Airport Road

Members present: Klaus Mayer (chair), Petra Nickerson, Antje Carlson, Max Gruener, Jeff Ullom, Claudia Bittlingmaier, Debra Schwicht, Crystal Wrabetz (principal)

Present: Cassie Jeremias, Denny Drury, John Levy, Ann Weese, Jim Admunsen, Everett Jewett, Steven Zelener, Linne and Joe Weinberger, Elena Hinds, Liz Crafford, Brett Wilbanks, Arlynda Hermann.

Meeting Minutes

Agenda

1. Call to order
 - a. Public comments: Community comments max. 2 min. each
2. Announcements –
3. Approval of minutes from last APC meeting
4. Reports of officers and standing committees
 - a. Principal report - Crystal
 - b. Finance committee report- Petra
 - c. Building committee - Klaus
 - d. Curriculum committee report-Jo—not present
5. Rilke Schule Verein report - Denny
6. ASD charter school supervisor report – Connie—not present
7. Old business: marketing efforts – RSV/APC – Ann Weese
8. New business: Nutrition committee update
9. Executive session (personnel/finance/negotiations/litigation)
10. Adjournment

Discussion

Call to order: 6:35pm

Public Comments:

Ann Weese: Lauded Joe and Linne Weinberger for their involvement and efforts in improving the pick-up/drop-off at school.

Jim Admunsen: Asked if we had received a DOT report regarding parking. Scott Thomas was

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the person in charge of the report. At that point the school had not received the report. Jim reported that the report was positive.

Event announcements for the school:

- German Book Sale: 11/19, 11/21, 11/22/08
- RSV Board and General Information Meeting: 11/20 at 6pm
- Spirit Day: 11/26/08
- Thanksgiving-Holiday: 11/27 and 28; no school;
- Picture Retakes: 12/03/08
- Nikolaus-Visit: 12/05/08
- Drama Club Performance: 12//10 and 11 at 6:30pm
- Kinderfest: 12/13/08 from 10-noon

Approval of minutes: Debra moved to approve October minutes, Max seconded, minutes were unanimously approved.

Principal report–Crystal:

Total enrollment: 210;

Distribution:

- K- 46
- 1-43
- 2-26
- 3-22
- 4-23
- 5-15
- 6-20
- 7-7
- 8-8

10 different languages are spoken in 19 households.

The Lantern Walk and Coat Drive were both successes. [Note on result of the coat drive: 40 warm coats, plus another 25 or so lightweight coats, plus 7 snowsuits/babysuits/fleece suits, plus a shopping bag of boots (7 pr) and a bag of hats and gloves.]

Healthy Lunches Committee will report tonight. Jo Sanders requested that she be allowed to review the input, too, before a final decision is made.

German language dictionary: ‘most complete German dictionary available’ includes slang swear words. One family has purchased their children a more child-friendly version of the German dictionary. The APC is asked to take a look at the dictionary and provide an opinion.

Nurse Elisabeth Lee is working out well for the school. She has ASD and German experience. Her resume will be reviewed in the Executive Session.

The school has a German teacher candidate that may pass the eligibility requirements. Her resume will be reviewed in the Executive Session.

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The Verein was interested in auctioning off the front three visitor's parking spaces as a fundraiser. If the APC likes the idea, Crystal suggested that they auction off one month at a time. We should also earmark the funds for a specific purpose, such as the Library or Computer Lab or both. Max interjected that this kind of fundraising disadvantages families who can't afford to participate in the auction and that it would send the wrong message for an educational environment such as ours and the APC should review how such event would align with the school's philosophy. Jeff requested more time to think about the proposal. The matter was tabled until the next meeting.

The Verein was interested providing a drop off/ pick up location for Full Circle Farms. Crystal suggested that we can accept deliveries only for our employees and families or open it up to the larger community. Max explained the organization and idea behind the fresh organic vegetable/fruit box order and delivery from Washington. Various scenarios were discussed, such as becoming a FCF location for Rilke Schule community only, or becoming the drop off for the school and the public. Klaus explained that Winterberry has subscribed to FCF and never had a problem. Leftover boxes would be donated to the school. Jeff motioned to become a pick up and drop off site for FCF for Rilke Schule families. Klaus amended to include the wider community. Antje seconded the motion and amendment. Vote: 4 in favor, 3 opposed. The motion passed.

There is enough interest to start up a Boy Scouts Troop. They would like to meet Tuesdays, once or twice per month. They asked about the final word on the custodial fee. Klaus suggested looking into room rental pricing and a general rule for any room renting at the school will be made during the next meeting. The Building Committee, Klaus, will look into it for next meeting. The question arose whether Rilke Schule would be considered the Sponsoring Organization. Not fully answered.

Finance—Petra : The 09/10 budget was submitted to ASD and entered into IFAS. The current budget has a \$ 62,202 deficit and all cuts that can be made were done. Any rollover money can only be used for equipment and supplies. Debra asked if the school needs janitorial services or if the kids can do some cleaning, i.e. vacuuming. Klaus believed that at this point however the budget situation does not present a crisis. Speculations about the use of roll-over money are ongoing.

Building committee—Klaus: John Levy and Steven Zelener expressed frustration with outstanding payments for Change Point from the school. Zelener and Levy distributed a handout delineating the outstanding expenses. A variety of building issues, particularly janitorial services were discussed and Zelener responded if the school has a problem with janitor, it should contact the janitor. The payment responsibilities of building damages were discussed. Klaus suggested setting up meeting with Brian Underwood from Change Point. Conflicting understanding is ongoing regarding the reimbursements and the deposit. One parent, Joe Weinberger, offered to pay the fees for consulting an attorney. Antje verified the offer and Joe

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confirmed. He knows some attorneys and could contact them. Klaus gave him the directive to do so. Steven Zelener suggested consulting an attorney, too. Levy wanted to set up a meeting with the building committee for next week. Klaus requested to review outcomes first and then schedule a meeting in about 2 weeks. It was then arranged to have John Levy organize a meeting with Brian at 9am next week. Snow removal and de-icing: Janitor is supposed to de-ice the area, pending when it snows. Normally it is done early morning or at night. They put de-icing on walk-area. E-mail Zelener about the problem and call the janitor to do the de-icing. Discussion developed whether sanding or de-icing should be done. Back-parking lot signage: John will look into the issue and do what is required to be done. Fencing: Zelener wanted to know about the fencing status. Zelener maintained that they paved the parking lot and therefore did not think that the back lot is their responsibility. Klaus maintained that it is not the school's responsibility either. Zelener reiterated that the undocumented understanding was that they pave the parking lot, Rilke Schule does the fence. For a safe school operation, Klaus responded, a fence was necessary and the issue would come up during the next lease negotiations. The fence is in the ground and stays with the building should Rilke move out. Zelener argued that as a business rental the property would not need a fence. Klaus pointed out that Rilke Schule was the customer at the moment. Zelener and Levy left the meeting after their presentation.

RSV Report—Denny: The RSV is waiting for QSP final bill. The book fair collected \$2000. German book fair is scheduled for next week. The movie nights and Martinstag went well. RSV will sponsor a German movie that is part of the Anchorage International Filmfestival. Film title: *Der Mond und andere Liebhaber* is rated PG13; Producer: Alexander Martens. The film is scheduled to play at the Bear Tooth December 8, 2008. The total donation from the RSV to the AIFF is \$550. The movie maker will come to the school and hold a little workshop related to film making. Primarily the upper grades would attend. Nikolaustag: Will RSV sponsor the event goodies for the bags. A farewell party for interns is scheduled for right after school on Wednesday, November 26th at school.

Claudia Bittlingmeier asked if teachers would get a \$100 start-up money at the beginning at the school year. Cassie and Denny responded that the RSV has tabled it because they don't have allocated money toward that specific purpose yet.

Marketing—Ann: Greg Gould and Ann co-chair the committee; Petra Nickerson and Liz Craford are members. Goal: marketing will be geared toward recruitment. The committee will meet with RSV to coordinate. Greg (not present) suggested creating items that parents could wear, i.e., Buttons that read: Rilke Schule – ask me about it! A discussion regarding the approval of documents started. Max interjected that marketing should not depend on APC approval. The discussion resulted in the following agreement: Ann sends out message to Crystal and Petra and they approve within a week or sooner.

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Nutrition Committee Update—Jim Amundsen : Jim distributed a package containing sign-in sheets of meetings, minutes of the meetings, comments that were collected from a survey. A consensus of all gathered data was made and a consensus direction was recommended to the APC. Out of 4 options, Option 1 was the recommendation: "Drop the Rilke Schule Food Service Policy as written and currently being enforced and implement the ASD Policy and Healthy Choices Guidelines." The summary of the Nutrition Committee meeting was that "the current policy does not provide adequate detail for parents, places restrictions on lunches that have no basis in nutritional fact, have been inconsistently enforced, and lacks adequate detail for practical enforcement" (Nutrition Committee Meeting Minutes, 11/10/2008). The Committee's recommendation was criticized because it lacked educational content.

A heated discussion followed. Crystal cited incidences of students bringing sweets to the school and being disrespectful toward adults. One parent maintained that teachers had taken food from the kids and thrown it away. Ann pointed out that she and Antje had already produced a draft of a Food Guideline Handbook for parents and she asked where this document was. Petra pointed out that Carol Comeau had sent an e-mail that read that the school's current food policy was acceptable. Antje said that she had the revised handbook on her computer and she will also check for Carol Comeau's e-mail. The tendency of the discussion between the APC and people present in the room was to better educate people about healthier eating and food. The revised handbook will be sent out to the APC for a review. Then it was suggested sending it out to the public and request input and comment. It was agreed to adopt Option 3 of the Nutrition Committee recommendation: "Refine the current Rilke Schule policy and process the required paperwork to go before the ASD Board for a variance."

Brett Wilbanks: Brett suggested to create an Exploratory Committee" to seek out other options for a school building. Klaus opposed the idea of creating yet another committee and invited him to join the existing building committee. Max suggested looking at alternative ways of utilizing space to get revenue resources. Petra said that a parent contacted her and conveyed a friend's message that he/she would be willing to look into real estate for the school. The friend is a real estate agent for commercial property. Klaus responded that the real estate agent should contact him directly.

Brett asked if Boys Scout and Girl Scouts are allowed to wear the uniform in school on the day they have a scout meeting. Such practice is customary with Scouts. Perhaps the dress code could be amended to reflect a "scout uniform clause". Petra offered to look into the uniform and will compare it to the dress code.

The APC meeting was adjourned at 9:45pm by Klaus Mayer.

An executive meeting followed to discuss various matters of personnel, finance, negotiations, and litigation. ###

Rilke APC mtg January 9, 2009

Present: Brett and Patty Wilbanks, Jeff Lentfer, Crystal Wrabetz, Jo Sanders, Petra Nickerson, Jeff Uloun, Debra Schwicht, Claudia Bittlingmaier, Liz Crafford, Jeff Lentfer

Verein want proposals re what to do with money they earned at auction
Crystal wants to talk to staff to find out what THEY want: computer software?

Nick, Charmin, Kevin, Scott Gurisko, Crystal, Brett Wilbanks on tech committee; they may not have met yet.

Jeff Lentfer expressed concern re rumors of financial woes. Is the school solvent? Is it closing? Other parents are also concerned. Crystal explained numbers. frozen funds, etc. We are solvent: we certainly don't feel like we are closing! Petra explains need to be vigilant, careful, look and work toward next year, renegotiate lease. Jo: need to let others know good feelings, high standards; that's how people decide to come here. Kinderfests convert people and then when they talk to other people they get really excited.

Crystal: 210 students, will lose some when Brezenskis request papers; hot water and furnace problems; called AirTemp because Fred not available; Fred then came and set of fire alarm as he worked. Puppeter coming next week. Two new interns for Spring (March 1, April 1), one for the whole year next year, a few lemories in and out during the year. Local teenagers coming to help soon, too. Crystal going to Germany Feb 7-14 at German govt's expense to learn more about German education. Connie says we cannot close off student entry for this year to older students since we're below our #'s. Snow removal has not been well done for awhile.

Petra: see budget document; challenging to juggle funds in and out of various funds. Old money still hard to use because we get different instructions from folks at district, depending on the day.

Building committee: Jeff says that Joe Weinberger (and his lawyers) thinks we'll still owe some money for janitorial. Owe \$8200; hope to negotiate down to half that. Board motions that: We will pay up to 50% of the still-outstanding charges for janitorial charges leftover from Changepoint. Motion passes unanimously. Jeff and Joe Weinberger will meet with them.

Curriculum Committee: curriculum coming along nicely; building-wide focus on Berlin wall coming soon. Most work being done in Social Studies and geography.

Verein: Auction turned out well. don't know total earned yet. Pottluck suggested by other people for next year. Need to know where auctioned parking spots are located. RSV has about \$6000, minus Wintertest funds, Drama club ~\$800, Travel club ~\$754, After school programs ~\$300.

Old Business:

Jo would like to have kids allowed to wear Sprechen Sie Deutsch, etc. t-shirts to field trips (attracts attention) from others. (Brett asked about scout uniform, which was passed last month.) Motion: All Rilke wear allowed on field trip days. Motion passed unanimously.

Nutrition Committee survey almost ready for distribution.

New business: Election committee still needs a parent for the committee. Election to be held 13 February; 2/1 last day for nomination; website can have pic and bio of all nominees; Jo Sanders will be on committee so she can sit all day to supervise balloting. (Need parent list and ballots) Petra, Jo, and Jeff will be eligible for officer position.

Executive Session 1/09/09

Parent concerns with TB test for wrong child; other kindergarten issues; OCS report on a family
Crystal's replacement for white she's in Germany
Crystal's contract



Rilke Schule Academic Policy Committee Meeting Minutes

Saturday, March 14th, 2009

Final Version. Amended. Approved 20 March 09

The meeting was called to order shortly after noon. APC members attending the meeting were:

Jo Sanders
Joe Weinberger
Jeff Ullom
Petra Nickerson
Liz Crafford
Claudia Bittlingmaier
Debra Schwicht
Crystal Wrabetz

Other attendees at the meeting were:

Connie Benschler
Brett and Patty Wilbanks
Angelika West
Julie Pierce
Greg Gould

Liz Crafford was appointed temporary secretary for the meeting.

We jumped right to the Building Committee because Brett Wilbanks needed to leave.

Building Committee

The APC members of the Building Committee are Jeff Ullom and Joe Weinberger. The at large member is Brett Wilbanks. At issue is what to do when our current building lease expires at the end of next school year, 2010. Brett presented a summary of the space and cost issues with our current building as he has compiled them. He thinks there is a discrepancy between the square footage that our landlord Zehner reports and the correct square footage, thus making our actual cost per square foot higher than it appears in our lease. He noted that we are being charged for non utilized space, specifically, the basement. Petra confirmed that the 24,791 sq ft. number does include the basement.

Petra asked Connie about the dates of the Charter renewal, and she responded that it would be in March of '10. We must negotiate a lease renewal on our current building by January '10 which would present a problem if we do not have the Charter renewed yet.

Jo Sanders commented that we will likely outgrow our current building, even with renovations, in two or three years if growth continues as planned.

Connie B. commented that a grocery store on 9th and Gambell was being marketed as a possible school site. No one was enthusiastic about the location of that building. She also commented that the idea of a Charter School owning their own building has not generally been well accepted with the Superintendent.

Brett discussed a possible alternative property with 35,000 square feet that includes a gym and many other possible features including room to grow that, by his accounting, would cost less than our current space if purchased. It currently has room for 15 500 sq foot classrooms and meets the new municipal code for school spaces.

Joe Weinberger discussed various pros and cons of our current building.

Everyone discussed various options of the proposed new property which has the potential to expand to 20 classrooms ultimately.

The discussion moved to financing issues and possibilities for getting grants or loans to purchase a building.

Liz argued that we should separate the issue of a new building or current lease renewal from the issues of financing whatever space we end up with after the current lease ends.

Patty W argued that they need to tie the research for funding to a particular site if there is any chance of getting a loan or grant for a property.

The building committee will try to meet ASAP with Connie and the School District to discuss the feasibility of purchase options for a building.

Petra commented that at least one of the ASD School Board members running for reelection is very interested in finding buildings for Charter schools, which may be helpful for us.

Brett requested that we tell him what the contingencies are if he were to make an offer on a building.

Greg suggested that the APC take a field trip to the building and walk through as a group before making any further decisions.

Debra cautioned that we present any discussion of a new school building in a positive light so as to not unduly concern current and future parents of the school.

Connie reiterated that she would talk to the facilities people with the school district and let us know what they said.

Approval of Minutes

Joe W moved that the minutes for the February APC meeting be approved. The motion was seconded by Jeff U. The vote was unanimous.

Public Comment

There was no public comment.

District Liaison's Report

Connie commented that the School Board is in the process of rewriting the Title 21 regulations and Debbie Ossiander is on that committee. She also commented that the numl DOT seems to have concerns with transportation issues at our school but details of the issues were not provided. She asked if we offer PE. Crystal answered, yes, for one hour per student per week. Crystal also confirmed that we voted last month to have the delayed start of First Grade this year to assist in student evaluation. With regard to the Early Release discussion (see below) Connie commented that students must be in class for 5 hours for it to count as a day. The requirement is 4.5 hours for grades K-2 and 5 hours for grades 3-6. Petra asked Connie about the incremental PERS/TERS line item increases. Connie reassured her that she can ignore those numbers. Connie asked if we are doing summer camp. Yes we are, for two weeks, right after school gets out. She mentioned that Aquarian may want to use our building during part of the summer. Crystal is checking to make sure that the schedule works for summer camp so that we avoid the need for a Type B administrator during camp session. Another session of camp will be held for 2 weeks right before school starts.

Principal's Report

Crystal announced that Jo Sanders will be recognized with a major award from the German Government, presented by the Honorary German Consul at the ASD School Board Meeting next Monday evening. A reception will also be held in her honor that day at school, time TBD.

The Drama Club is performing Die Schildburger on March 19th at 1:45 PM for the student body.

The Lottery numbers are looking really good for next Friday's lottery drawing. The numbers so far are K-102, 1-5, 2-1, 3-4, 4-1, 5-1, 6-2, 7-0, 8-1

No Verein Report

Standing Committee Reports

Curriculum Report

Summer Camp plans

Summer camp will cost \$350 for two weeks. It will be open to incoming kindergarteners through 12 yr olds. It will run from 9-3 PM with child care provided for early drop off and late pick up for an additional fee. The first session will be right after school gets out with a theme of "Back to Nature" and the August session before school starts will have the theme "Jump into German"

and will be especially geared toward children new to the school. Lisa Cooper will be the head, and Lucie Wooffer will be the assistant. Jeff asked if there would be a multi child discount or scholarships. He agreed to discuss scholarships with the Verein. Claudia agreed to contact the German Club also about scholarships. A multiple child discount of \$50 per child was discussed. Camp will be a full day only, with no half day for younger children.

Boot Camp plans

Boot Camp - a one hour class after school each day will be required for upper grade students (2-6) who will be new to the school with no German background next year. There will be no charge for this.

The fourth grade had such fun with barbarians earlier this year that it will be used as the theme for the Jugenfest later this month. This is an all day Saturday event with six mini classes. Teachers from all over the district help run it. Press coverage is needed for the event, held March 28th at Northern Lights ABC.

Marketing Committee Report

Liz reported that our competition, according to some prospective families, is Aquarian, Denali and Chugach. Crystal said that Sand Lake has agreed to advertise for us because they are booked already with a long waiting list. Greg reported that Marketing has run small ads in the paper Daily News and greater coverage on their website. Ads are currently running on the radio, rotation between three stations: KLEF at 98.1, 103.1, and AM 750 Talk radio. We've also put an ad in the Elmendorf newspaper. Theater advertising is now running at the Fireweed and Totem theaters.

Finance Committee

Jeff noted that the issues with the Landlord over the Changepoint property were resolved by splitting the remaining charges 50-50 with the landlord. Petra reported that she has rolled everything possible into last year's money.

Old Business

Healthy Food Poll

Petra moved to table the Healthy Food Poll and changes to the nutrition policy. Claudia seconded it. The vote was unanimous. It was agreed to send out the informative booklet on nutrition compiled by Ann Weese and Antje Carlsson to all students this semester. Liz agreed to contact Ann or Antje and get the master copy for final editing and release.

New Business

Immersion Conference in Anchorage

The German government has asked Rilke Schule to host an immersion conference in the fall during the last week of September. The German government is paying for the conference. The attendees will visit classes on Friday and the conference will be at school on Saturday and Sunday. It may include upwards of 60 people, but probably less. Teachers from various schools will be presenters at the meeting.

Petra asked when we need to send in for the next PASCH grant. Crystal agreed to check on this.

The Executive Session topics included discussions of the Building Committee and Staffing Issues.

ACTION ITEMS

The building committee will try to meet ASAP with Connie and the School District to discuss the feasibility of purchase options for a building.

Joe W is going to try to work with Brett and the reator to schedule a walk through of the property of interest with the whole APC.

Connie reiterated that she would talk to the facilities people with the school district and let us know what they said.

Crystal is checking with the Anchorage School district to make sure that we avoid the need for a Type B administrator during camp session.

Jeff agreed to discuss summer camp scholarships with the Verein.

Claudia agreed to contact the German Club also about summer camp scholarships.

Liz agreed to contact Ann or Antje and get the master copy of the nutrition booklet for final editing and release.

Crystal agreed to check on the due date for the next PASCH grant.

Crystal will confirm feasibility of the Friday afternoon optional intensives program

Jo Sanders will work on choosing some activity names for the Friday optional program.

Respectfully Submitted,

Liz Crafford, APC Interim Secretary

Tentative School Day Schedule Change for next year

Jo discussed the idea of a proposed schedule change for the Rilke Schule School Day for next year. It would involve making the school day 15 minutes longer Monday through Thursday (from 8:15 to 3 PM) and then school would be released early on Friday at 1:15 PM. The purpose for this change is twofold. First, it provides an opportunity for teachers to plan together, both between the English and German teachers within a grade, and among the German teachers and the English teachers between grades. Second, it provides a weekly opportunity to present "optional intensive" programs for the students that will be run by Teaching Assistants or interested parents or volunteers from our Rilke Community on Fridays from 1:15 to 3 PM. The board discussed the potential benefits of an optional program for the students including learning in a multilage setting, and flexibility for families who wish to leave early on Fridays for long weekends. A variety of classes could be offered ranging from arts, crafts, cultural, science, nature, athletic, or language, depending on the interests of students and teaching volunteers or Teaching Assistants. A nominal supply fee would be charged to cover expenses.

Liz made a motion to adopt a tentative schedule change for next year to allow for teacher planning and optional intensives for students. The new schedule would be as follows M-Th 8:15 to 3 PM, Friday 8:15 – 1:15 PM, with optional Friday intensives for students from 1:15 to 3 PM. The motion was seconded by Joe W. The vote was unanimous. Crystal will confirm feasibility of the program, and Jo S will work on choosing some activity names.

Election of Interim APC Officers

Claudia moved to appoint Liz the Interim APC secretary. Joe W seconded the motion. The vote was unanimous.

Liz moved to appoint Jo S the Interim APC President. Joe W. seconded the motion. The vote was unanimous.

Jo S moved to appoint Jeff Interim APC Vice President. Joe W. seconded the motion. The vote was unanimous.

New regular APC Meeting time

It was decided that the most convenient meeting time for the current board was the second Thursday of the month at 6:30 PM. This sets the tentative dates for the APC meetings for the rest of 2009 as: April 9th, May 14th, June 11th, July 9th, August 13th, September 10th, October 8th, November 12th, and December 10th.

Greg Gould described a new non profit organization called RESPOND. It is a consortium of community an non profit groups that includes schools. Membership is free. It exists to share and leverage resources having to do with emergency preparedness, security, and safety. It will offer training and workshops for staff. It is something that may work very well with the Verein. He will keep us posted on opportunities to be involved with it.

The meeting was adjourned at 3:30 PM to a brief executive session.



Rilke Schule Academic Policy Committee Meeting Minutes

Freitag, March 20th, 2009

Final Version. Approved 9 April 09

I. CALL TO ORDER

The meeting was called to order shortly after 6:30 PM. APC members attending the meeting were:

Jo Sanders
Joe Weinberger
Jeff Ullom
Petra Nickerson
Liz Crafford
Claudia Bittingmaier
Debra Schwicht
Frank Maclt
Crystal Wrabetz, Principal

Other attendees at the meeting were:

Greg Gould
Cassie Jeremias
Brett Wilbanks
Tallee Wellman
Arlynda Hermann
Stephanie Gould

II. APPROVAL OF MINUTES

The minutes of the last meeting (14 March 09) were discussed and corrected.

Motion: I move that the minutes be approved as amended.

By: Petra

Seconded By: Joe W.

Vote Tally: Unanimous.

The minutes are approved.

III. PUBLIC COMMENT PERIOD

There was no public comment.

IV. REPORTS

A. ASD Liaison

Connie Bensler was not able to attend. She provided an overview email of her meeting on Wednesday March 18th with G. Yakalis about our building ideas. Crystal mentioned that Connie suggested that the Verein could buy a building and lease it to the school. Cassie suggested that the liability of the board would likely be an issue.

B. Principal's Report

Crystal provided a written report.

1. We didn't have to do an official "lottery" drawing since we were planning to accept all applications.
2. The Verein voted to provide money to cover snacks for testing, and \$1000 for summer camp scholarships. Crystal was asked by a parent if the camps would provide new material for the more advanced kids? Fr. Sanders discussed how many different new nature things that could be taught and we could customize the class to more advanced kids depending on who signs up.
3. Debra reported that the field trip to 'Myths Legends and Tall tales' at APU for Grades 5-8 was successful, but she felt the performance was probably more geared toward grades 2-5.
4. Friends of Jo are getting colored invitations to her award ceremony, and the student families were notified in a paper newsletter and the RSV email newsletter. The children will sing Ode to Joy and German National Anthem at both events.

C. Building Committee

Joe W and Bret W met with Connie Bensler and Mr. Yakalis. Connie has provided an email summary.

Joe W. spoke with landlord here about snow removal. Laura is the building manager for Zelner/Levi. Joe did a walk through with her and showed her the problems with the toilets. They agreed to return next week to work on the toilets. Claudia mentioned the upstairs leak from the hidden bathroom. Joe W. agreed to follow up on that. Dell is the chief Maintenance lead person for Zelner and Levi.

Joe commented that snow removal in the back is not great right now, and there is a large ice berm. Apparently Laura has asked the city to do a better job of plowing. The muni street maintenance supervisor thinks we are a private school, and thus they are not responsible for plowing. Joe W called George, the ASD asst. superintendent for facilities. Joe W will contact muni maintenance and clarify that we are a public school. Dan Suthers is in charge of street maintenance for the city. We will take pictures and email him about the plowing issue. Brett pointed out that the lot itself goes out to the curb so the city might be reluctant to deal with plowing the "sidewalk" which is actually the edge of our property.

Joe talked to the property owner behind the school on 54th St. about acquiring that property to use for the school if we need more space. The land owner said the property would cost about \$500,000. This would open up many new transportation possibilities as well as options for more student space.

Debra asked in the event of more students, how would we deal with:

- 1 a lift down to the basement
2. portable storage units?

Jo S. said that the original idea for the size of the school would be 3 to 4 kindergarten classes. Crystal asked if we can be ADA compliant with a chair lift to the basement? She also wondered if we have to have plumbing down there for code. Brett asked if we have anyone in school that has disability issues? He thinks its only required if we have to actually accommodate someone. We should double check with the district.

Joe W. mentioned that in the basement people are not complying with 20" space below ceiling requirement for storage. We need to have volunteers keep an eye on this when they stack things downstairs.

Brett mentioned that he is encouraged that district is engaging lawyers and studying other properties. Ownership by the school is the big topic. It would have to be voter approved. He asked if the source of the budget money was State or City. It was explained that the money goes to ASD from the State and then we get our share from there. Petra doesn't think there is much money involved.

D. Curriculum

Jo Sanders has created a table that is a first pass of what will be taught in each grade in what language. The general plan is to cover through a 4th grade German reader by the end of our 6th grade. The German 4th grade reader is about a 7th grade American reading level. There is a language arts book and workbook with each level.

7th and 8th grade classes would read novels and short stories in German, as well as newspapers, much the same as what they will be doing in those grades in English. These grades will also include a lot of writing practice and thorough grammar reviews.

Social studies is the big topic that will be done in German throughout the grades. Ancient civilizations and US history are the only things currently taught in the ASD social studies curriculum. Our German social studies curriculum will have lots of map work and a great many more international topics. Jo wants to emphasize the importance of lots of early geography. World history starts in the 4th grade. The Middle ages are not covered in the ASD curriculum, but will be covered at Rilke Schule. The 7th grade will study parallel world histories. The general idea is to develop a world view of history, not just for Alaska or the US.

Math is taught mostly on the German side but English teaches English measurements. That continues all the way through 4th grade. Herr Nick (2nd grade) does it all in German. From 4th on, other immersion programs switch back to English for math. But here, 4th grade math is in German and science is in English, currently. Math at Rilke will be in English after 4th grade because the higher math classes have such specific terms that you need to know in English.

The Social studies and Science can be taught in German as long as science terms are taught in both. Most science now is in English in the upper grades because the kids don't have the German background at this point. By the time the immersion kids get there it will be in German. We'll

add Alaska plants and animals in German to the curriculum. Each grade level picks topics in addition to ASD science kits to do in German.

The teachers will meet and discuss this outline Jo has provided. It will be fleshed out and further developed.

E. Finance

Petra has moved money around in categories to offset the money that could only be spent on supplies. We are still in the black. Jo asked Crystal why we have a paper problem. Petra said that we need to manage inventories better. Debra said teachers need a lot of paper because they don't have textbooks. Petra says with experience we will know next year to order enough ahead of time and avoid the problems we have had. Tallee is working on getting 7 pallets of perforated computer paper donated which will help greatly. This year's problem has been an inventory flow problem. It takes so long to transfer the money that it isn't always in the right account when we need it to order paper.

Petra reports that ASD has processed payment to Z&L for Changepoint, but she has no way of knowing if they have mailed a check or not.

F. Public Relations

Everyone is pleased with the recruiting numbers, but we need to be sure to retain these folks. Greg Gould reported that the next phase of public relations will be shifting from shotgun to focusing on the folks we have and keeping them.

G. Verein Report

Cassie reported that Ali Zagorski is planning on having a first silent auction meeting in the next couple of weeks. Her feeling is that if she can't get 4 or 5 people to help coordinate in the beginning then it won't happen. The idea is to hold it in October as an October fest like event. Another German school in Portland OR imports German Christmas items for the fundraising that are very popular. Jo will send Cassie the connection to the person who runs it. The Verein will look for a bigger space to hold it as well.

V. OLD BUSINESS

Claudia reported that the German Club will bring up scholarship at their board meeting next week. Checks for scholarships would be written to the RSV.

VI. NEW BUSINESS

A. Formation of a Goals Committee

The idea was discussed to form a Long Term Goals committee for the school to address what the new long term goals are going to be. We should put a call out for goals committee.

Motion: I move that we form a Goals Committee.

By: Debra S.

Seconded By: Joe W.

Vote Tally: Unanimous. The motion passed.

Joe W has agreed to chair the committee. Liz will ask the RSV to send out an email announcement about the Goals committee.

Frank Mächt will be in charge of Native Communication Teacher – Applications from Germany program. He will work with Crystal to understand ASD salary schedule.

B. School Calendar

Claudia proposes that we put together a school calendar to cover all the different events held by the different groups including the school, the APC, the Verein, etc. All agreed this was needed. Liz volunteered to lead a calendar workgroup to schedule everything with RSV and input from teachers. She will meet with Claudia and Tallec and map out a plan.

C. Rent for groups renting out rooms at Rilke

Liz summarized Stephanie's letter and table. Stephanie Gould arrived and explained it in better detail. Petra suggested rewording of category A to eliminate the words "sponsored by". After a discussion of this, Petra moved to accept the table as proposed by Stephanie with the modifications as discussed. Jeff seconded the motion. Liz abstained from voting because she is a signer on the letter. All others voted in favor. It was agreed that fees would be prorated for the rest of the year. Petra knows which account can accept the money.

Motion: I move to accept the table as proposed by Stephanie with the modifications just discussed.

By: Petra

Seconded By: Jeff

Vote Tally: Liz abstained. All others in favor. The motion passed.

Petra moved that we charge the dance troop that is currently at school the same rate as the Girl Scouts and Boy Scouts, prorated for the rest of the year. Liz seconded the motion. The vote was unanimous.

Motion: We charge the dance troop that is currently at school the same rate as the Girl Scouts and Boy Scouts prorated for the rest of the year.

By: Petra

Seconded By: Liz

Vote Tally: Unanimous. The motion passed.

D. Honorary Library and Scholarship for Jo Sanders

While Jo stepped out, Petra moved to dedicate the library to Jo Sanders and name it after her. Debra Schwicht seconded the motion. The vote was unanimous.

Motion: I move to dedicate the library to Jo Sanders and name it after her.

By: Petra

Seconded By: Debra S.

Vote Tally: Unanimous. The motion passed

Liz moved to create an Inspirational Scholarship fund managed by the RSV in honor of Jo Sanders. Joe W. seconded the motion. The vote was unanimous.

Motion: I move to create an Inspirational Scholarship fund managed by the RSV in honor of Jo Sanders.

By: Liz

Seconded By: Joe W.

Vote Tally: Unanimous. The motion passed.

E. Parent Visitation Policy

Claudia asked if we have a written policy on parent visitation. Crystal says that according to their contract, it is supposed to be scheduled with the teacher. Parents are not supposed to just appear to observe. Claudia asked if we could come up with visitor or volunteer stickers or badges. Teachers would need to verify if the parent is signed in as a volunteer. Volunteers should be wearing stickers to be identified. Observers need to be prearranged.

F. Exit Interview Form

It was discussed and agreed that we should have one. It was suggested that we call other schools for advice on forms that they use. Liz agreed to research the topic and contact other schools to see how it is done elsewhere.

G. Principal's Evaluation Team

Jeff Ullom is preparing the materials for the Evaluation. Liz offered to assist him with the evaluation.

H. Other

Brett Wilbanks offered his opinion that whether or not this new opportunity works out we need a very polished portfolio that describes our mission statement, our successes, our future, our AYP performances, etc. We need a portfolio that we can use to market and grow. It can also be used for grant applications, etc. He argues that this needs to be started now.

Jo S responded that our original proposal has many of those things in it that could be updated. Joe W noted that it would mesh well with the goals committee. Greg likes goals and portfolio together but cautions us to be careful that the goals committee is for broader goals, while a portfolio is a more directed document. Joe countered and says that in the goals committee we will start with where we have been and where we are now, and it would be helpful to define that. Petra noted that a lot of material is in the original business plan that can be distilled into something. The finances need more new input. A combined PR Goals effort is needed to produce a portfolio and the goals as well.

April 9th 6:30 PM will be the next meeting.

Greg reported that Rilke Schule got a donation of a light board drafting table.

Joe moved that we adjourn to executive session. Jeff seconded the motion. The vote was Unanimous.

Motion: To adjourn the meeting.

By: Joe W

Seconded By: Jeff

Vote Tally: Unanimous. The motion passed.

The meeting was adjourned to executive session.

EXECUTIVE SESSION

Crystal's 2008-2009 contract was the main topic of the executive session.

ACTION ITEMS

- Joe - Did the toilets get fixed?
- Joe - Follow up on upstairs leaky toilet.
- Joe - Contacting muni about plowing walkway outside fence.
- Teachers - Meet and discuss Jo's curriculum outline. Provide feedback to Jo.
- Liz - Tell Janet W to send out an RSV email notice for people interested in serving on a Goals committee.
- Liz - Coordinate calendar effort for next year with Claudia, Tallee and Crystal
- Liz - Research how other schools handle exit interviews to see what would work well here.
- Jeff & Liz - Prepare for Crystal's evaluation.

LOOSE ENDS

Someone should check with the District or other legal sources about using the basement for auxiliary classes (like music) without a lift if no one has a disability. Klaus thinks its required but there seems to be some doubt about this.

Volunteers wearing stickers idea - The intent is to help parents understand that they can't just show up to observe a class without prearranging something with the teacher. If teachers see a parent with a sticker, they know they are there to help. If not, someone should inquire about what they are there for. What do we want to do here? Is there something to actually implement, or a notice to send around, or more discussion with teachers and/or the Verain?

The Portfolio thing - are we taking action on something or mulling it over?

Respectfully submitted,

Liz Crafford, APC Interim Secretary



Rilke Schule Academic Policy Committee Final Meeting Minutes, Thursday, 9 April, 2009

Approved 14 May, 2009

I. CALL TO ORDER

The meeting was called to order shortly after 6:30 PM. APC members attending the meeting were:

Jo Sanders
Joe Weinberger
Jeff Ujlom
Petra Nickerson
Liz Crafford
Claudia Bittlingmaier
Debra Schwicht
Frank Macht
Crystal Wabetz, Principal

Other attendees at the meeting were:

Brett Wilbanks
Patty Wilbanks

II. PUBLIC COMMENT PERIOD

There was no public comment.

III Principal's Report

The Poetry Declaration Contest will be held April 23rd at 9:30 AM. Elke Ruhe is coming to make a presentation and to help judge. Carol Comeau is coming and bringing the ASD Communications Department. Bernd G. has been invited. We are inviting the press, as well.

Approximately 5200 hours Volunteer Hours have been logged in. These to not include the incredible volunteerism of our staff and APC members.

Chronic Tardies - A chronic tardy is defined as more than 8 times in a quarter. The school has had instances of up to 30 tardies in a quarter of 45 days. The board feels that it should be treated as a stepwise issue by elevating it - first with the Teacher, then the Principal, and finally the Board. The board proposed drafting a paragraph about importance of timeliness at school. It might be helpful to include statistics for the newsletter about how it affects grades of whole school. We agreed on the importance of reinforcing the right attitude.

Summer Camp - We are probably going to be able to run it with Lisa in charge, as long as I am only a phone call away.

Early Release Friday - We must get an opinion from the union re: adding 15 minutes Mon-Thurs. This has the potential of requiring that we pay teachers an extra hour per week. The Teacher's weekly total of teaching hours will be a half hour less than currently. We can solve this with an MOA from the teachers union. Grades 1-3 - must have a minimum of 4 hours total contact time and the 4-8 grades must have 5 hours of instruction. Releasing classes at 1:30 on Friday's will accommodate that.

Lottery - We currently have 80 Kindergarteners planning to attend in the Fall. We are scheduling another lottery for May 15th.

The Pasch information arrived today. We have had several communications from Elke. We have 2 applications approved by AMITY. Frank was hoping to learn specifics about what we will be offering potential teachers from Germany. We still need to provide documentation from ASD about last year's process for interviewing German teachers.

The School District wants us to rank the applicants in our order of preference by tomorrow. We had a discussion of the process surrounding German teachers hire, and how cumbersome both the State and ASD process really is. It was asked whether or not the German gov't pays the whole salary. This is unclear because of whether the amount is euros or dollars, and what the relative wage rates are for teacher there vs. here.

Frank is reviewing the candidates to make the necessary recommendations.

IV. Liaison Report

Connie was absent. Her report was given by Jo and Crystal. Connie is retiring June 5th. Mary Meade, her replacement, will try to come to our May Meeting. Petra asked if we could give her a sweatshirt or something for a thank you, and it was agreed we would do this. She spent time with Rob and Elke. Crystal reported that Connie mentioned that if Rilke Schule wanted to run the school with headmaster instead of a certified Principal, it would not be good for renewing our charter. A headmaster requires less certification than a Principal. Several board members were confused by this remark as they did not understand why it was mentioned. No current board member expressed an opinion desiring a headmaster for Rilke Schule.

The legal opinion about Rilke Schule purchasing a building stated that the school itself could not purchase a building without a public election for an actual school bond, so this is not considered feasible. Operational funds become muni money. Some entity distinct from the school would need to purchase the building and lease it to the school.

V. Rilke Verein Report

Patty reported that the Verein is working on helping with funding German Camp this summer and a number of other things. Jeff reported that the Book fair grossed \$2221 from the books. \$1165.50 was profit. He also reported that Arlynda Hermann, who general serves as the Event Coordinator, or the activities contact person is frustrated that notification happens so often at the

last minute. Picture day was an example of this. He expressed frustration as a parent about how to get information out sooner to the parents about events. He commented that if information can get to the RSV sooner, that would be helpful because they could get it out to the school. Jeff remarked that advance notice for assemblies is sometimes too short. If events had more prep time that would make parents more comfortable.

Debra asked about volunteer hours. It was discussed whether or not the Verein could take over logging volunteer hours and notifying people. Jeff agreed to bring this up with the Verein, but it seemed like a feasible thing to do.

VI. Standing Committee Reports

A. Building Committee

The invoices for Levi & Zepher are stuck at ASD. All agreed the difficulty of getting payment through the system in a timely manner was a big problem that needs addressing. Joe W. reported that the repair work on the bathroom is up for bid to get all the flush units taken care of. Regarding the parking lot in the back, the owner is willing to work with us. He bought it for \$600,000. Joe is referring to the blue building south of the parking lot behind the real estate signs. He wondered if it would be possible to purchase it.

Brett- passed out a complex diagram describing how Rilke Inc could own building that would be leased to Rilke Schule. Money to purchase a building would come from foundations or endowments. The Corporation (Rilke Inc.) would be liable, not the people. It now has 3 directors. Manley & Brautigam did the Incorporation work, and we can use them to renew it if we would like. He will look up the bylaws of Rilke Inc. We need to gain control of Rilke Inc. so we can look for lenders. He will review status of Rilke, Inc. Petra asked about conflict with APC and Rilke Inc.

B. Curriculum

1. The Declaration Contest will be held April 23rd at 9:30 AM.
2. The State Awards Reception will be held at Rilke Schule on April 28th at 4PM. This is the Statewide German awards for K-16 or higher.

We discussed the Sprachmeister awards and the desire to see them uniformly implemented. Frank recommended a task force to provide guidelines for the teachers to follow regarding the award. Perhaps the Verein would consider looking at supporting in school awards.

3. Delta Epsilon Phi is the Jr. Nat. Hon Soc. For 6-7-8 graders. The Criteria is a student must have 2 years of German. They must have a B average in all their subjects, and an A in German throughout. This award will be given at Rilke Schule at the end of the year awards assembly, since all the older Rilke Students have now had 2 years of German.

The Drama club play will be on the 11th and 12th in the evening and on the 13th in the daytime. 4. The A2 German test will be Friday April 17th. 30 students volunteered to take it this year. It will be standard for 6th graders to take it now, and later it will be moved to 4th grade when the students have had more years of German experience. Individual interviews will happen over a couple of weeks.

C. Finance Committee

There is no new news from the Finance Committee

D. Goals Committee

Joe and Frank suggested that the goals committee really should be the APC itself, with inputs from school staff, students, and Rilke Families. Frank would like to talk to everyone and get their input about the vision for the school and then use that to guide us in the future. Frank thinks we can compile a lot of useful information this way.

Jo S remarked that the School District wants us to identify a high school for us to feed into. Jo noted that this depends on where we end up. This should be part of the goals committee. Crystal suggested a brainstorm meeting to think up questions about goals.

E. PR Committee

The PR Committee had nothing new to report.

VI. Old Business

A. Nutrition Booklet

Liz agreed to work with Ann Weese to edit and shorten the nutrition booklet. A webpage at either the school or Verein website will hopefully host additional information that can be developed and modified over time. It was agreed to wait until the fall to distribute the nutrition booklet.

B. Other

Liz asked about the Clean up day. It was explained that many Schools in the district participate as part of their community Service. It has two parts, an inschool clean up during school, and on Saturday kids come with parents to clean up the parking lot and street. The City provides bags. Kids gets tickets for each bag they turn in. The tickets are then used for a drawing for an Ipod. Jo S. made a motion to ask the Verein to sponsor the cleanup event. Liz seconded the motion. The vote was unanimous.

Motion: I move that we ask the Verein to help Sponsor the Clean up Day.

By: Jo S.

Seconded By: Liz C.

Vote Tally: Unanimous. The motion passed.

VII Minutes Approval

Jo asked for any corrections to the minutes. No corrections were noted

Motion: I move that we approve the minutes.

By: Debra S.

Seconded By: Claudia B.

Vote Tally: Unanimous. The motion passed.

VIII. New Business

A. Communication Brainstorming

Liz asked that we all work together to find more effective ways to communicate information between the APC, the School and the Verein, especially with regard to events happening related to school. It was agreed that the Calendar would go a long way towards addressing this.

B. Report on Library progress

Debra reported that she spends 9 hours a week with the kids reading stories, which only leaves her 2 hrs 40 minutes to work on setting up the library, so it is going much more slowly than she had hoped. Her two scheduled workdays netted 1 parent one weekend and 4 parents the next, which was helpful. Organizing the German books is way behind schedule. She has had trouble getting enough shelves, but that is almost solved. Arlynda has requested money for shelving material from SAMs Club which is looking like it will materialize. There still are engineering issues for stabilizing the shelves. She finished labeling the last of the K-3 fiction. Half of the non-fiction is labeled. A parent has provided a library filing system on computer. She will organize the cataloging of books, and the system will work for both English and German books. Debra noted that we still need German speakers to help with sorting German books.

C. Bridge Builders

Bridge Builders is an International Organization made of many ethnic groups. Germans are not being represented currently here in Anchorage and they have invited us to represent them. Jo thinks it is something we do want to get involved in. They sponsor a few events throughout the including: at Fur Rondy the "Meet the World" event, on the 4th of July, a float in the parade. An International Pot Luck. They have a number of other small committee's. The main body meets 4 or 5 times a year. They like people to wear Native costumes at events. We can work with Renate Martin who has volunteered to be a liaison to get more people involved.

Claudia asked if the teachers need to continue sending copies of the weekly newsletter to APC members. It was agreed that all that was needed was a notebook with a hard copy of each teachers newsletters available from the front office or Crystal's office for anyone who wished to use them as a resource. She also wondered if it wouldn't be possible to send out the newsletters by email next year. It was suggested that this may be more feasible with the new student records system going into place.

Jo mentioned that a catalogue of German books was being sent home to make an order for students before summer.

The meeting was adjourned shortly before 10 PM.

There was no Executive Session.

Action items:

We agreed to think about what to do about chronic tardies.
Crystal is confirming with the teachers union that no additional pay will be needed for the modified day lengths next year.
The German teaching applications need immediate attention.
Jeff will ask the Verein whether or not they can assume the responsibility for logging volunteer hours.

Brett agreed to look up the Rilke Inc. bylaws and report on the status of the corporation and what needs to be done to resurrect it.

Frank, Joe W. and Liz will work on having discussion with all the "stakeholders" at Rilke - Children, Teachers and Parents- for the Goals committee.

Liz will work with Ann Weese to prepare a revised Nutrition Booklet for the fall.

Liz agreed to talk to the Verein about sponsoring the Cleanup Day event.

Liz, Claudia and Crystal agreed to get the draft of next year's calendar done well before the end of school this year.

Unfinished Discussions

Should we form a task force to prepare guidelines about the Sprachmeister award for next year to the teachers?



Rilke Schule Academic Policy Committee Final Meeting Minutes

Thursday, 14 May 2009

I. CALL TO ORDER

The meeting was called to order shortly after 6:30 PM. APC members attending the meeting were:

Jo Sanders
Joe Weinberger
Jeff Ullom
Liz Crafford
Debra Schwicht
Frank Macht
Crystal Wrabetz, Principal

Absent were:

Petra Nickerson
Claudia Bittlingmeier

Other attendees at the meeting were:

Brett Wilbanks, Building Committee member
Anje Carlson, former APC member
Tallee Wellman, Verein President
Ray Oakley, Parent
Connie Bensier, Retiring ASD Charter School Liason
Mary Meade, Incoming ASD Charter School Liason

II. APPROVAL OF MINUTES

No additions or correction were made to the minutes from April
Debra Moved to approve the minutes and Joe W seconded.
The Vote was unanimous.

III. PUBLIC COMMENT PERIOD

Anje announced that Carrie Ross has been nominated as one of Deutsche Welle's learner of the month. She will be traveling to Germany this summer and they will interview her and put her on their website.

The Verein would like to schedule a Foraker class for everyone. Verein Board member Cassie Jeremias attended one and said it was very helpful. Jo S. encouraged the Verein to please schedule a class that we could all attend.

A barbecue is scheduled for June 5th.

Jo suggested that an Intern & Host Family gathering in September would be nice event to host.

D. Standing Committees

1. Building

Joe W. learned that the power lines on 53rd street will be replaced by MLP at some point. The State DOT parking plan for the school was never officially approved by DOT. It is OK for us to be following it while it is under review. DOT expects it to be approved.

Joe and Crystal are working on a plan to provide access to 54th St. Should this happen, the State DOT and Municipal DOT will approve a revised plan.

Dick Armstrong, developer friend of Joe W, suggested that the Holy Rosary Church on Fireweed has large property around 30000 sq ft that is a Catholic School. They would like to move into a smaller property. The site is an older building, but could be a possible backup plan if the Sentry Drive site doesn't work for some reason.

Joe W. learned from the landlords that the business next door, Eagle, is moving. If we needed that space for next year we could likely lease it.

Joe W. discussed that we could improve our existing fence situation by putting up the donated fence. The only costs would be the fence posts, as Joe can provide the labor. He is working on a plan with the Landlord to agree to an upgraded fence for next year.

Liz reported for Joe W. that realtor David Boer (the realtor who showed us the Sentry Drive building) would be happy to share information about other potential available buildings to lease or purchase in Anchorage to help us compare with the Sentry Drive property. He will report his findings to the building committee. The building specifics that we wish for him to focus on are:

- 30,000 – 45,000 sq feet (including a gymnasium and a kitchen)
- 17 functioning classrooms with 700 sq ft minimum, 800 sq ft preferred for most classrooms.
- room to build up to 10 additional classrooms in future years
- Open space for playground and sport field
- Additionally, the property has to be able to meet all of the new municipal school code requirements, and pass muster with ASD building folks.

childhood development. There is much less fear and anxiety, and no sense of loss. The research that is available is very positive. In Alaska we are so isolated from our extended families that we don't have those mentors here that many families elsewhere do. Our teachers could serve that role if they taught in a looping setting. Frank noted that while some have expressed concern that a child may be disadvantaged by a weak teacher, it's the APC's job to make sure the staff all has the necessary credentials and strengths for the job.

Connie B. noted that Winterbury Charter school loops grades 1-6.

Frank asked if we should review the looping information he brought to the meeting and schedule a special session to discuss it. Jo commented that it was too late in the year to schedule something as the teachers will be leaving right after school gets out. Jo will look into possible volunteers for next year, and then we can develop the idea further next year.

3. Finance Committee

Treasurer's report was handed out. There was nothing new to report.

4. Goals Committee

Frank reported that the goals committee spoke with all the children, all the teachers, and held two sessions for parents. The basic questions asked of everyone were:
What brought you into teaching, or to Rilke Schule?
What have you enjoyed? What are the challenges?
What is your dream school?

The passion of everyone about learning and being here was tremendous. Teacher motivation was fabulous. There were many voices in support of more art, music, language, and sports. Many acknowledged the real sense of family they feel at the school. Frank observed the variety of students intellectual vs vocational needs and asked us to think about how we want to deal with that in the future.

More than 20 pages of notes were compiled and will be summarized into a public document.

5. Public Relations Committee

No new news.

V. Old Business

A. Nutrition booklet

Liz is working on it for the fall with Ann Weese. They will prepare a short pamphlet revised from the earlier one, and compile the other information onto the website. The information will be ready to distribute at registration in August.

B. Tardy Policy

She also proposed the possibility of having one grade-level "show" per month throughout the year, rather than having the plays for all the grades at the end of the school year. (Teachers could sign up for a month, and present their play/sketch/songs or whatever performances to the entire school.) For example, 3rd graders would present in September, 6th graders in October, etc.

VI. New Business

A. Optional Intensives

It was agreed to send out an announcement to the parents about the program which is still pending approval.

The meeting was adjourned at 9:45 PM

Followups:

Liz will check with Claudia about German Club contributions to Scholarship fund for summer camp.

Crystal and Jo are working on next year's staffing, and where to put all the new classes.

The Verein is going to try to schedule a Foraker class that we call all attend together.

The Verein will follow up with Jo about putting together an Intern - Host Family gathering event in September.

Joe W. is working on details for a replacement fence for next year.

Liz will follow up with the Realtor about providing information about other possible school suitable properties in Anchorage.

Brett W. will provide more detailed information to the board about the Bylaws of Rilke Inc. and who will serve on its board.

Frank is summarizing the notes from the Goals Committee meetings.

Liz will have a new nutrition pamphlet ready by registration in August.

Liz will get out an announcement about the Optional Intensive program to the parents.

Unfinished Business

Still need to schedule quarterly awards ceremonies

Further discussion or recommendation to teachers about monthly plays by grade instead of a single day in May with all the plays.

Need to finalize officers for APC.



Rilke Schule Academic Policy Committee FINAL Meeting Minutes

Thursday, 11 June 2009

I. CALL TO ORDER

The meeting was called to order shortly after 6:45 PM. APC members attending the meeting were:

Jo Sanders
Liz Crafford
Debra Schwicht
Frank Mach
Crystal Wrabetz, Principal

Absent were:

Petra Nickerson
Claudia Bittlingmeier
Joe Weinberger
Jeff Ujflom

Other attendees at the meeting were:

Stephanie Campbell
Cassie Jeremias

II. APPROVAL OF MINUTES

Corrections were made to the minutes from May.

Debra moved to approve the minutes as corrected and Frank seconded.

The Vote was unanimous.

III. PUBLIC COMMENT PERIOD

There was no public comment.

IV REPORTS

A. Charter School Liaison
No report this evening.

B. Principal

The Friday early release program has been approved. Crystal provided a numbers update. We have a wait list for kindergarten and 3rd grade. The next lottery will be July 31st.

Summer Camp

The first session has 21 students registered.

The second session has 30 students registered. We are considering a wait list. If we get 15 more people we will add a teacher. We will have 2 interns here to help. We will break even from the first camp, and make money on the second camp.

Crystal will send a bill to Frank Mueller (German Gov't) for scholarship winners for the poetry contest.

The Rasmussen Foundation has given \$5,000 to the Verein.

We are still working on a German teacher from Germany.

Staffing

Peter Birrmans would like to do looping for grades 2,3,4

Cati is interested in following him with the second grade.

Debra is willing to loop elementary grades 2,3,4

Frank asked when teacher assignments happen – Crystal said after registration.

Summer Camp was fun! Stephanie Campbell observed that more German could be spoken on the field trips.

C. Rilke Verein

Cassie Jeremias is willing to work on finding people besides the teachers to teach the optional intensives. Jo S suggested that the exception would be Yuiya and hoped she would teach art. It was suggested that joint planning with the art and music teachers during this time would be very valuable, so if they were helping with the Optional Intensives, we would not want that to be every week. Frank asked if interns would be able to help. Crystal and Jo indicated that they thought so. Hopefully various activities like Dance, Sport, Choir, Ballroom Dancing, Tanzeschule, etc. will be offered. Cassie asked if there would be requirements for the people who will be teaching such as background checks, and if there will be an application process. Crystal indicated that there would be background checks. What kind of liability issues are there with our Optional Intensive program? Jo suggested that we check with Sunny at Winterbury. The intensives at Aquarian are done by teachers. The ones at Polaris are run by kids. Crystal asked how the district handles coaches, who are often parents. There is a training that people have to take to be a coach. Cassie knows about an application for parents helping at her church that could be a model for something we could use. The information about what is required for background checks and such for people like coaches working for ASD is posted on the district website. Everyone will pay a \$5 fee. There will be a behavior agreement as part of the child's application.

Frank asked about an Intern update. Crystal mentioned that we need more host families.

The Verein is planning a BBQ for the 31st of July.

The Verein is working on Verein paperwork for registration- the forms for volunteers and the directory and other ways that parents can help the school.

Jo asked for the Verein to plan a work party to make Schultueten for the kindergarteners. Crystal mentioned that we need to get more Federmappe, too. Kaufhof is the only provider. We need to get folks who are traveling to purchase them in Germany and bring them back.

D. Standing Committees

1. Building

Jo looked at a site near Sullivan arena on C street, and wasn't impressed. The board discussed the available property list.

Debra has queried about a portable classroom for here for next year.

A Conex costs a couple thousand dollars.

Jo asked what the rules are about the elevator. The district hasn't gotten back to us. Do we have enough furniture for new classrooms?

2. Curriculum

Samstag Schule
Abenteuer Alaska

Jo reported that our gift of books from the German Gov't has arrived.

She will spend time this summer writing units for Social Studies.

Jo wants teachers to let her know about special units they want to teach and she will get German material together for them.

We are working on coordinating the math curriculum.

Debra suggested that its important to be flexible while the non immersion kids are going through about who teaches what course based on the kids abilities.

German classes had a hard time with the kids at multiple levels in the same class.

Jo was told that the Science kits don't prepare the kids for the Science exam. A German Science teacher from Milwaukee will send an electricity section that we can use.

Jo S. introduced the Sprachmeister idea to the 55 teachers at the Samstagsschule seminar in San Francisco and they thought it was a great idea.

Jo asked if we want to do any extra per diem days with teachers for training or planning for the conference in September.

3. Finance Committee

No report this month.

4. Goals Committee

Frank suggested that board members look over the Goals Committee Report and each choose our five most important priorities from the list. We should read and approve it for next time and decide if we want a special meeting to discuss and prioritize our goals.

5. Public Relations Committee

One of the radio stations is offering Free Friday ads that we should try to take advantage of.

V. Old Business

Liz mentioned that we never approved the official Officers of the board.

Liz moved that we make the temporary positions permanent.

Debra seconded.

Discussion: Frank asked if we could first ask Petra if she would be willing to be Vice President and have Jeff be the Treasurer so we have four separate people as officers.

Vote: The motion was denied with a unanimous vote.

Frank moved that we postpone the vote to a future meeting after we have spoken with the others.

Liz seconded the motion.

Vote: Unanimous in favor. The vote for the APC Officers is postponed.

Crystal noted that Connie objected to a parent volunteer compiling volunteer hours. The Verein can help coordinate the volunteers, but not tally the volunteer hours. Any money donated in lieu of volunteer hours goes directly to the school, not to the Verein.

Liz is overseeing the website for the moment, while Petra is busy.

VI. New Business

Debra asked if we have plans for before school care in the fall.

Crystal says we only have 3 so far, but we may know more at registration.

About \$600,000 is budgeted for next year's rent. The janitorial expense is supposed to be based on square footage which now includes basement, which the janitor doesn't clean. We need to look into whether or not the landlord is charging us for square footage that is not being cleaned.

Liz asked about who to contact about help with grant writing - Bev Thornburg is the district head grant writer. We would like to apply for a 3 year FLAP grant. Someone should talk to Sue Forbes at Aquarian about the substantial playground grant they received.

Debra asked on behalf of Joe W. if getting a teacher involved on the building committee needed a formal motion. Jo S. said it doesn't need a formal motion. It was agreed this would be good for the school. It would be wise to email all the teachers and ask who would like to serve on the building committee. If Joe writes the email, Crystal will send it to all the teachers.

Frank asked if we could meet on weds the 8th in July, or Friday the 10th.

Liz will send the board members new liaison info. Connie's phone is 742-4322 now, and will presumably be Mary's phone as well.

Frank makes a motion to adjourn the meeting

Debra seconds

The vote is Unanimous.

Followups:

- Crystal will send a bill to Frank Mueller (German Gov't) for scholarship winners for the poetry contest.
- Cassie Jeremias will work on putting together guidelines for staffing for Optional Intensives and recruiting parents who wish to help with the program.
- Jo asked for the Verein to plan a work party to make Schuletitten for the kindergarteners.
- Ask Joe to check into Janitorial fee being charged on square footage that includes the basement when it shouldn't.
- Board members should look over the Goals Committee Report and each choose our five most important priorities from the list.
- Frank will ask Petra about being Vice President of the board.
- Liz will contact the folks who have expressed interest in helping with Grant Writing and put them in touch with Bev Thornberg at ASD.
- The building committee will seek out a teacher to help the committee find a suitable new building.
- Liz will send the board members new ASD liaison info.

Unfinished Business

Getting a German teacher here from Germany.

Finding more host families.

Basement accessibility rules

Executive Session

An executive session was held to discuss the principal's next year's contract.



**Rilke Schule
Academic Policy Committee
FINAL Meeting Minutes**

Thursday, 09 July 2009

I. CALL TO ORDER

The meeting was called to order at 6:35 PM. APC members attending the meeting were:

Jo Sanders
Liz Crafford
Debra Schwicht
Frank Macht

Petra Nickerson
Claudia Bittlingmaier
Joe Weinberger
Jeff Ullom

Crystal Wrabetz, Principal

Other attendees at the meeting were:

Stephanie Campbell
Angelica West
Cassie Jeremias

Julie Pierce
Terri Wood

II. APPROVAL OF MINUTES

The minutes from June were discussed and amended.

Debra moved to approve the minutes as corrected and Petra seconded. The vote was unanimous.

III. PUBLIC COMMENT PERIOD

There was no public comment.

IV REPORTS

A. Supervisor of Charter Schools
No report this evening.

B. Principal

Mail: Crystal reported that the mail delivery has been erratic. Space next year

With respect to finding room for all classes at school this coming year, she reported that the music teacher Kevin Downie indicated he wouldn't mind using the basement for music classes. Interns

Thursday, July 9th, 2009

She mentioned that we are still in need of more host families for the interns. Staffing

Jo and Crystal will work on staffing next week. The teacher from Germany is still very interested in coming but hasn't completed all the qualifications and won't complete them in time this year. Enrollment

A Student number update chart from Crystal is summarized below. There are a few additions to the waitlist. At the end of the school year 08/09, we had 201, with 178 returning.

| Grade | Returning | Lotted | Semi-Total | Wait list | July Lottery | Projected |
|-------------------|------------|------------|------------|-----------|--------------|------------------|
| K | 2 | 86 | 88 | 0 | 5 | 88 (+5) |
| 1 | 43 | 5 | 48 | 0 | 2 | 50 |
| 2 | 39 | 6 | 45 | 0 | 0 | 45 |
| 3 | 24 | 3 | 27 | 2 | 1 | 27 (+3) |
| 4 | 17 | 4 | 21 | 0 | 0 | 21 |
| 5 | 21 | 5 | 26 | 0 | 2 | 25 (+3) |
| 6 | 12 | 4 | 16 | 0 | 0 | 16 |
| 7 | 14 | 2 | 16 | 0 | 0 | 16 |
| 8 | 7 | 1 | 8 | 0 | 0 | 8 |
| Sub-Totals | 178 | 116 | 294 | 2 | 10 | 296 (+11) |

C. Rilke Verein

Schultüten

The Verein report was presented by Verein Vice President Cassie Jeremias. The Verein will oversee the making and filling of the Schultüten up to \$500. The board expressed their thanks. Registration

The RSV will host a barbecue at the July 31st early registration-lottery event. The Verein will provide the meat and families can bring side dishes and desert. The Logo shop will be open and the RSV will have a table for membership signups and volunteer information. School Shirts

Jo asked that the Verein have a variety of sizes of t-shirts available for the Immersion Conference. The Verein agreed to do so and will also make staff shirts available to staff. Intern Reception

Jo suggested that a reception for interns and host families be held in early September.

D. Standing Committees

1. Building

09-10 classrooms

Jeff, Joe, and Brett met to work on this year's classroom arrangements. Since we will be short of space, they are looking at using the computer lab and the basement for art and music. The library is not a feasible choice, since it is an open space. New Committee Members

It was felt that the committee needed to have several teachers as member to provide a practical viewpoint and Stephanie Campbell, Kim Nelson and Michael Heigeson said they would be glad to serve.

Janitorial Fee & Disabilities Use

Thursday, July 9th, 2009

The janitorial fee we pay is not to exceed 12 cents a sq foot. Petra said we are not paying for janitorial downstairs currently. That may change next year. Joe W. met with Mary Carey, who works for ASD facilities. He asked the school district if it was acceptable to use the basement for classes. She said it was not a problem with regard to the disabilities issue. Crystal asked Joe to ask about the drinking fountain and a bathroom. Outside

A safety inspector has said that the powerlines out back are safe even though they are crooked. The municipality has promised that we will have a proper crosswalk painted on the street before school starts. Angelica asked about the new building. Jeff reported that Brett is now the Director of Rilke Inc. and is looking for other parents to be on the board.

2. Curriculum

Debra Schwicht asked about the school's penmanship program. There is no one curriculum in force yet, so Debra and Claudia Bittlingmaier will get samples of various handwriting programs and poll the teachers to make a decision on which to adopt.

3. Finance Committee

Julie and Crystal reported that the school finished out the year with a surplus. Thank you Julie and Crystal!! Jeff handed out Petra's chart of budget available based on number of students we actually get. We will be able to apply the extra funds to the additional needed teachers, teaching assistants and other needs if we get more students than our budget amount of 240. (Based on projected funding per student of \$8,496.56):

| Number of Students | Funding Levels | Extra Funds |
|--------------------|----------------|---------------|
| 230 | \$1,954,209.38 | \$(84,965.63) |
| 235 | \$1,996,692.19 | \$(42,482.81) |
| 240 | \$2,039,175.00 | \$0 |
| 245 | \$2,081,657.81 | \$42,482.81 |
| 250 | \$2,124,140.63 | \$84,965.63 |
| 255 | \$2,166,623.44 | \$127,448.44 |
| 260 | \$2,209,106.25 | \$169,931.25 |
| 265 | \$2,251,589.06 | \$212,414.06 |
| 270 | \$2,294,071.88 | \$254,896.88 |
| 275 | \$2,336,554.69 | \$297,378.69 |
| 280 | \$2,379,037.50 | \$339,862.50 |

Jeff asked Petra if we had \$3,000 - \$5,000 left over that could be used for fencing. Petra said there were enough roll over funds to do it.

Debra moved that we use our roll over funds to put in a fence, Petra seconded and the vote was unanimous.

Petra reminded us to use the roll over funds from 08. Jo asked about the money from the points earned from the boxtops collected throughout the year. Cassie is checking on it.

4. Goals Committee

Frank isn't here so we will postpone Goals discussion. Liz asked for Frank if anyone objected to holding a separate meeting to discuss goals. No one objected.

5. Public Relations Committee

No report.

V. Old Business

Optional Intensives (OI's)

Cassie provided a summary of what Cassie and Liz have put together. Cassie emphasized the need to have a variety of programs offered. Mad Science of Alaska has a program that will come to the school. Leaders of the various activities should not be referred to as teachers, since they are not. Crystal came up with Rilke Optional Intensive Leaders, or R.O.I.L.s. All agreed this was a great name!

Here is the summary provided by Cassie and Liz:

Coordinating the Program

The plan is for two coordinators – one person in charge of programming – finding volunteers interested in offering a subject, and arranging the “curriculum”, and a second person in charge of the paper work – applications and background checks for volunteers, registration, scheduling, payments, etc. At the moment Cassie is the programming coordinator and Liz is the scheduling coordinator. The coordinators will be responsible for choosing the program based on program requests and volunteer skills. Any questions about suitability of specific programs can be brought to the APC.

The Program

We'd like to group the activities by category, so we are sure to offer a diversity of things that will appeal to many different interests. We would like to offer at least one activity in each of the following categories for the first quarter:

- Fine Arts – Music, Art, Dancing, etc.
- Crafting – Beading, Stamping, Scrapbooking, etc.
- Language – Russian, Spanish, etc.
- Sport – Soccer? Skiing, Skating– can we use Pop Carr Park for sports?? What are issues for transportation for sports?

As interest develops and more volunteers come forward, we hope to add other subjects such as Cooking, Science, etc.

We'd like to offer a quarterly schedule, with each OI being either a 7 or 8 week program, depending on the calendar, but shorter or longer subjects may be offered as demand and staff permit. There doesn't need to be 'course' continuity from week to week as it's not necessarily expected that kids will attend every week. Language classes may be different, and the folks signing up for it may realize they need to attend every week to learn something.

Student Registration and Fees

We would charge a quarterly \$35 or \$40 fee or \$5/session. Parents could opt to pay for the whole quarter or each week. We should make provisions for scholarships or fee waivers, if requested.

We will post the listings of the classes on the school website. We will have a 'Registrar' available each Friday to take money, as well as at Registration. It would be great to have

an online way to sign up. We'd like to know by Weds eve of the week how many will be attending to make sure we have enough staff available.
Class size would be recommended at 20, but up to the leader's discretion.
Volunteers

We have a draft volunteer application and a background check form for the volunteers to complete. Mary Meade is investigating how the district handles background checks for us. (Note: Mary Meade, our ASD Liaison emailed that background checks will not be necessary as originally thought.)

New APC Officers

The official officers to the APC were confirmed as follows:

President – Jo Sanders
Vice President – Petra Nickerson
Treasurer – Jeff Ullom
Secretary - Liz Crafford

Claudia Moved to approve the above slate of officers. Joe W seconded the motion.

Discussion: Petra commented that she hoped that it wouldn't be a problem if she were unable to attend all events. No one had a problem with this.

The vote was unanimous.

VI. New Business
Immersion Conference:

Crystal is going to communicate with Eike Rühl about the conference registration fees and getting Rilke to take over some of the meals in exchange for registration fees.
School Test Scores

We haven't received the group test scores yet.

Anchorage Teacher Immersion Conference

Jo read the announcement of a teacher immersion conference to be held in Anchorage Aug.3-6.

Other:

Claudia mentioned the need to develop the science curriculum in German.

The meeting adjourned at 8:50 PM. Next meeting on August 13th.

Executive Session
Principal's Contract

Respectfully submitted,

Elizabeth Crafford, APC Secretary



Rilke Schule Academic Policy Committee FINAL Meeting Minutes

Thursday, 13 August 2009

I. CALL TO ORDER

The meeting was called to order at 6:35 PM. APC members attending the meeting were:

- Jo Sanders
- Liz Crawford
- Debra Schwicht
- Frank Mächt
- Crystal Wrabetz, Principal
- Mary Meade, ASD Charter School Supervisor
- Claudia Bittlingmaier
- Joe Weinberger
- Jeff Ujlom
- Petra Nickerson

Other attendees:

- Stephanie Campbell
- Angelica West
- Cassie Jeremias
- Julie Pierce
- Terri Wood
- Jason Wood
- Brett Wilbanks
- Arlinda Hermann
- Ray Oakley
- Patti Wilbanks
- Todd Manning

II. Approval of Minutes

Jeff Ullom moved to amend the agenda to move the room problem to the beginning of the meeting and postpone the minutes' approval. Joe Weinberger seconded the motion. The vote was unanimous.

III. Room Problem

Jeff Ullom reported that classroom assignments are complete except for music, for which we do not have a room. The building committee is working with the ASD and the municipality to approve the basement space for music. We will also need lockable storage for music instruments, no matter where music is ultimately held. Meanwhile, it will be held in the multi-purpose room.

III. Public Comment

There was no public comment.

IV. Reports of Standing Committees or Persons

13 August, 2009

A. Charter School Liaison

Mary Meade, liaison, reported that she is working to make sure that charter schools get the same training and other opportunities as other district schools. She reminded the APC that they needed to be working on the charter renewal, as the charter expires at the end of this school year. The APC will form a committee to work on the renewal document.

B. Principal's Report

As of today, we have 267 students, including four kindergarten classes. The new students in grades 2 and above will attend boot camp four days a week after school to help them catch up. Principal Wrabetz explained to the APC how in-school suspension and the buddy-classroom system worked to handle discipline problems. She also gave an up-date on staff hiring: an English 5/6th grade teacher position has not yet been filled. The interns are trickling in: there will be 9 in all by the first week in September. They will work with teachers in the classes four days a week and have the other day off. The best news was that Rilke Schule made Adequate Yearly Progress on the state tests.

C. Rilke Verein

Cassie Jeremias represented the Verein and reported that they would be willing to move their office into the basement to allow the visiting psychologist a space in which she could work privately with students. The APC requested that the Verein form a committee to plan for a German pre-school to be opened in conjunction with the school within three years. The Verein will work on this. The APC thanked the Verein for the successful July barbeque. The principal asked whether the Verein had enough funds to give each teacher \$100 to help reimburse them for the many items they bought for their classrooms out of their own pockets. The Verein will check their funds and see whether this is possible.

D. Building Committees

The building committee reported that the search for a larger building continues, while at the same time we dialog with the landlords about the feasibility of modifying the current space to allow projected growth. Brett Wilbanks reported that he and a cadre of interested Rilke parents are working on forming an independent corporation. Rilke Inc., which would be eligible to purchase real estate and rent it to the school. Joe Weinberger reported that a group of parents and volunteers led by Jason Wood are putting up a permanent wood-framed chain link fence around the playground and it will be done by school opening. The municipality would like the school to erect Jersey barriers in front of the north door which opens off the kindergarten wing directly on to International Airport Road. Joe will look into this with the landlord.

E. Curriculum

Work continues on development of both the German and English curricula. Math will definitely be offered on the English side in grades four and up. Beginning and advanced German classes will be offered to the Rilke staff starting in September and beginning classes for parents will be taught by Amy Voss in the evenings, also beginning after Labor Day.

F. Finance Committee

Jeff Ullom reported that we have \$30,000 in roll-over money from 2007-08 that must be used this year. The roll-over money will pay for the fence and other

13 August, 2009

supplies. It is hard to predict the exact financial status until the exact number of students is known at the end of October, and staff salaries will not be known until all final hiring is done. A gift from the Rasmussen Foundation of \$5,000 is being handled by the Verein.

G. Goals Committee

There will be a goals work session for the APC in October; each board member is asked to study the results of the goals interviews and be ready to propose five good goals for this year.

H. Public Relations Committee

No report. The APC asked the committee to arrange for media coverage of events on September 25th, when students would be presenting history simulations, plays and other exciting projects for the German Immersion Conference participants.

I. Optional Intensives

Cassie Jeremias reported that registration for optional intensives is available on our website and she is lining up a variety of classes for students to take. The leaders will be called ROILS.

V. Old Business

The penmanship committee has narrowed the choices down to three styles and has provided the teachers with samples of each. They will choose one style and the school will order appropriate materials.

VI. New Business

Liz Crafford asked everyone present to check the website regularly for errors and offer input as necessary.

The APC and the Verein are trying to schedule a joint Foraker meeting to train both boards, preferably after the September conference.

A marketing plan was requested by Brett Wilbanks in the name of Rilke, Inc., to present to potential lenders and investors. The whole board will work on it.

A Charter Renewal Committee was appointed with the following members: Jeff Ullom, Petra Nickerson, Liz Crafford and Crystal Wrabetz.

VI. Adjournment

The meeting was adjourned at 9:17 pm.

Executive Session:

A brief executive session was held to discuss the problems of finding a new building or modifying the current one to be adequate to accommodate projected growth.

Respectfully submitted,

Elizabeth Crafford
Rilke Schule APC Secretary

13 August, 2009



Rilke Schule Academic Policy Committee FINAL Meeting Minutes

10 September, 2009

I. CALL TO ORDER

The meeting was called to order at 6:35 PM. APC members attending the meeting were:

| | |
|--|--------------------------------|
| Jo Sanders, President | Joe Weinberger |
| Peira Nickerson, Vice President | Claudia Bittlingmaier, Teacher |
| Jeff Ullom, Treasurer | Debra Schwicht, Teacher |
| Liz Crafford, Secretary | |
| Frank Mächt | Crystal Wrabetz, Principal |
| Mary Mead, ASD Charter School Supervisor | |

Other attendees at the meeting were:

| | |
|-----------------|-----------------|
| Evan Cotten | Angelika West |
| Talilee Wellman | Arlynda Hermann |
| Peter Mladenov | |

II. APPROVAL OF MINUTES

Approval of the minutes was postponed.

III. PUBLIC COMMENT PERIOD

Verein Board Member Arlynda Hermann requested funding from the APC to purchase supplies for making the flags for the Sprachmeister program.

It was moved and seconded that the school begins funding the Sprachmeister Flag program.

It was suggested that we include text for both Sprachmeister and Sprachmeisterin, if possible.

The vote was unanimous.

IV. REPORTS OF STANDING COMMITTEES OR PERSONS

A. Supervisor of Charter Schools

September 10th, 2009

September 10th, 2009

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Recertification Information

Mary provided more information about what we need to prepare for recertification. She provided a copy of the Eagle Academy Charter renewal from last year as a guide.

Charter School Yearly Report at School Board Meeting

Each charter school does a yearly report with test scores, budget, AYP etc. and must present it to the school board annually. The report is available online at the school board website. Rilke Schule will be presented next Monday evening.

Principal Evaluation

There are two evaluations done for a charter school principal, one done by the school APC, and one performed by the ASD. Charter schools are required by law to do one every year. She provided evaluation materials to assist the board with this.

Eighth Grade Stimulus Money

Rilke Schule eighth graders are eligible to participate in a new College and Career readiness program funded by the stimulus money.

Other

The board discussed how to ensure that 9th graders from Rilke Schule have the opportunity to enroll in more advanced German classes at their high school. Mary explained how the total enrollment numbers for a charter school are determined and modified.

B. Principal's Report

Sept. 14th School Board Meeting

Crystal and Jo Sanders will present the report at the school board meeting next week.

Charter Renewal

Crystal will begin working on it with Jo after the Immersion Conference at the end of September.

Rilke Inc. Financing Report

Crystal met with Brett Wilbanks and is working with the board to help prepare a business plan for Rilke Inc. to use for financing for a new school building.

Language Conference in San Diego in November

Crystal asked if the board would approve \$1500 per person for 6 teachers to attend a Language Immersion Conference in San Diego in November. The board discussed the availability of funds and other possible funding sources.

It was moved and seconded to support up to \$5000 maximum for the teachers to attend the conference.

The vote was unanimous.

The board discussed providing equal opportunity for all teachers to have continuing education opportunities, not just German teachers.

Optional Intensives

Crystal suggested ways to make the program run more smoothly.

Other

It was moved and seconded to pay for Crystal's membership to the Alaska Principal's Association to provide liability coverage.

The vote was unanimous.

C. Rilke Verein

Taltee Wellman, Verein President reported that the Verein doesn't have any unrestricted income at the moment. She described the procedure for requesting funds. The Verein is working on a Valentine fundraising auction: No Octoberfest event is planned as previously considered. Help from the Verein was requested to assist with snacks and meals at the Immersion Conference. A German-speaking Verein member was requested to communicate directly with the German Consul.

D. Building Committee

The ASD Facilities staff sent architects to look at Sentry Drive property. They will take their findings to the superintendent and then report back to Rilke Inc.

E. Curriculum

The intern program is running smoothly. They work at Rilke Schule 4 days a week, and have the opportunity to help at a local high school for one day. The board discussed enhancing the program by recruiting students who are training for Grundschule as well as high school. Several board members offered to help Jo Sanders run the program.

A Spanish Club has started and interest in a French Club is being solicited.

Curriculum development continues at all levels, and the board discussed funding options for copying and binding curriculum books created by Jo Sanders.

F. Finance Committee

An updated budget spreadsheet will be available when the new salary numbers are ready. The main budget meeting for the year will be in November.

It was moved and seconded to offer a stipend to support staff and teachers for their time spent on the Saturday Kinderfest program.

The board discussed the cost of this.

The vote was unanimous.

G. Goals Committee

The committee chair suggested we have a special meeting where we discuss the five priorities we each see for the school based on the Goals Committee Report submitted in June. A meeting time was chosen for Thursday, October 1st at 6:30 PM.

H. Public Relations Committee

There was no report from the Public Relations Committee

I. Optional Intensives

It was reported that after a chaotic start, the program seems to be running more smoothly. It was decided to offer a special program for the youngest K and 1st grade students called 'KinderOp' that will do a variety of activities, instead of focusing on a single activity. The older student Soccer Club trips to the local park are very popular. Volunteer parents are needed to organize and run the program as well as individual activities in order for the program to successfully continue.

V. Old Business

A joint APC and Verein boards meeting with the Foraker Group will be postponed until after the 20th of October to accommodate the Verein board new member elections.

VI. New Business

The staff is working on a consensus of at what grade children are expected to start writing in cursive.

Crystal asked if the Board would consider approving a \$100 per teacher miscellaneous project fund if the Verein isn't able to.

The meeting was adjourned at 9 PM.

Executive Session

A brief executive session was held to discuss options for the principal's evaluation procedure.

Respectfully Submitted,

Elizabeth Crafford, APC Secretary



**Rilke Schule
Academic Policy Committee
FINAL Meeting Minutes**

8 October, 2009

I. CALL TO ORDER

The meeting was called to order at 6:35 PM. APC members attending the meeting were:

| | |
|--|--------------------------------|
| Jo Sanders, President | Joe Weinberger |
| Petra Nickerson, Vice President | Claudia Bittlingmaier, Teacher |
| Jeff Ulfom, Treasurer | Debra Schwichtl, Teacher |
| Liz Crafford, Secretary | Crystal Wrabetz, Principal |
| Frank Mächt | |
| Mary Mead, ASD Charter School Supervisor | |

Other attendees at the meeting were:

| | |
|--------------------|--------------------|
| Randy Solle | Janet Wuthrich |
| Ray Oakley | Klaus Mayer |
| Brett Wilbanks | Lisa Cooper |
| Natasha von Imhoff | Kim Nelson |
| Todd Manning | Stephanie Campbell |
| John Levi | Kathleen Dunning |
| Cindy (Norquist) | Jennifer Alexander |
| Sandy Lawrence | Myrna Jensen |
| Jeff Lenifer | Arlynda Hermann |
| Jerry Hermann | |

II. APPROVAL OF MINUTES

The meeting minutes from July 9th, August 13th, August 19th, and September 10th were approved.

The votes were unanimous.

III. PUBLIC COMMENT PERIOD

A parent said she appreciates the response to her letter about the parking lot. Her concern is for a long term plan about the school and its location.

October 8th, 2009

A parent noted that he appreciates the morning dropoff volunteers who help!! The APC appreciates all the traffic volunteers, too.

IV REPORTS OF STANDING COMMITTEES OR PERSONS

A. Supervisor of Charter Schools

A staff member attended an Open Meeting Law training and reminded the board of the open meeting law and executive session restrictions.

Charter School supervisor Mary Meade noted that the school board wants to see discussions in the minutes. They don't want decisions made without the discussion happening in public.

Mary gave the board a reminder that it is important to keep on track with our reapplication. We received a letter from one of the school district attorneys about the possible move. They were cautioning us to be careful about how we define our relations with any future landlord.

B. Principal's Report

Crystal reported about the German conference. The visitors and German officials were impressed with the conference and felt that the quality of the workshops was very high.

Student numbers this year are currently at 265. One child had been counted twice.

C. Rilke Schule Verein

The Verein doesn't yet have results on money made during the fall fundraiser. Martinstag Lanterns are being made with the help of many volunteer parents. It was asked that we clarify with the teachers that when they are looking for supplies, they should speak with school staff and the APC first, rather than with the Verein. The APC expressed appreciation to the Verein for all the help with the food preparation for the German conference. The preferred location for the upcoming book fair is the multipurpose room. The Travel Club teacher asked about how the Travel Club money would be managed. It was announced that the Verein Annual Meeting will be on the 20th and they will be electing some new board members at that time. A parent asked about the \$10 fee to join the Verein.

D. Building Committee

It was reported that the new fence around the playground is just about complete.

Regarding the downstairs reuse certification, the architects have done the drawings, and we are working on exit lights. It is anticipated that the work will be done in a couple of weeks. There was discussion of the invoice from the architect which was clarified. We can move the music teacher down to the basement once the Fire Marshall signs off on the space. There had been a concern about adequate airflow in the basement since it was originally zoned for storage, but this has been resolved. The airflow will be adequate for music class.

October 8th, 2009

A lengthy discussion was held to solicit input and feedback about the possibility of moving to a new building site for next year. Parents, staff, the APC, and our current landlords all participated in a lively discussion.

The APC summarized what they have done over the last few months. They have discussed the different possibilities for next year which include renewing a lease with our current landlord or exploring moving to another site. They gave authority to Rilke Schule Inc. to explore the suitability of another building on Sentry Drive, and tours of the possible site were held. They also met with the current landlords to discuss rental contract renewal options. Members of the building committee also met with another developer to see about the possibility of creating a new school from the ground up. This idea is not considered feasible for next year. The board is considering a long range plan, however, as well as something that will work in the short term. The board is actively considering the best number of new students to admit to the school next year and in future years. More students will generate more revenue and thus make it possible to afford a larger school (but also incur more expenses), while fewer students provides for smaller space needs and a smaller budget.

The teachers expressed that they thought the new site had potential, but several had reservations about the classroom sizes, and the disruption of a potential move process. Moving the teachers' belongings and contingencies in case remodeling isn't completed in time were also concerns mentioned. Other teachers had specific suggestions for changes that could be made to the new site to make it work. It was suggested that the teachers would be very uncomfortable in a setting similar to the original temporary setting of the school before they moved into the current building.

Parents expressed differing views about the building issue. They asked if there was a process timeline and a strategic plan for how to proceed. Several spoke of specific issues at our current location that they find challenging. The lack of a true gymnasium, the parking and traffic situation, and the small size of the outdoor playground were mentioned more than once as negative criteria. Also mentioned was the fact that the current building was retrofitted for E Occupancy, not originally built for it, making it an inherently less safe building. Other parents noted that we have to finance our own growth. We can't grow into something bigger unless we have the students to support it. A number of parents liked the idea of growth; however, a last minute rushed move was not seen as wise thing.

Parents cared most about their children getting a good education in a safe setting. It was pointed out that we need to carefully consider the new site along with the current site and not rule out either one in the coming months as we are gathering information and making decisions about the future. Several parents expressed that the new site seemed like a more suitable location for the future growth of the school than our current site, but cautioned that negotiations to purchase or lease

October 8th, 2009

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that building would take weeks or months and had no guarantee of success. It was suggested that the board should focus on the bigger issues facing the school about overall growth and finances and not so much about specific classroom sizes at this point in time, as any building will have its problems to be addressed.

Representatives from Rilke Schule Inc., the non-profit formed to explore purchasing a different property for the school, requested that the APC provide written approval for RSI confirming that the proposed new location is suitable, that they meet in executive session to work out a lease, and that we provide a building plan. They described that they have thought about ways to minimize the impact of a potential move using conex containers at the potential site. They have also considered remodeling options at the potential site to address concerns. In January, if all goes well, the APC will have to make a decision about which way to go. RSI argued that a benefit of leasing a building from them is that the rent would eventually build equity for the school which can then be used to expand the school. RSI is made of school parents. It will operate as a non profit under tax exempt status which would save the school money compared to leasing from a commercial for-profit landlord.

Cautionary voices from all groups warned that no decision on a future site could be made until the financial picture was clarified with a rigorous cost analysis. Understanding the costs involved in making another site suitable is essential and ultimately determines its feasibility. Our income is based entirely on the number of students, and as the number goes up, so does income, but so do our expenses. Comparing the costs at the two locations is essential to determine relative feasibility. Keeping our options open and not limiting ourselves to a single choice is essential at this point in time. Others cautioned that we need to keep in mind that we are moving to the next step and must think carefully about what we need and distinguish that from what we want.

The current landlord asked if we had done a cost analysis for making changes to the new site, and whether or not it would be affordable. He cautioned, based on experience that it is challenging to find a suitable building to be a school. He requested a more concrete comprehensive proposal from the board.

The need for a clearer definition of 'suitable' was discussed at length, as it is a difficult intangible to define. One possible measure is how it compares with the current location. It was noted that every individual would have a different idea of 'suitability'. The ability to separate 'needs' from 'wants' is seen as an essential step in the process.

Issues remaining for the APC to address are an appropriate timeline for the building decision process, and specific requirements of what we feel is important to the future of the school as we move ahead. Coming to a consensus on the size issue is also critical. The board needs to provide more specific information to the current landlord, as well as Rilke Schule Inc., and any one else interested in

October 8th, 2009

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helping the school with a future home. Of greatest significance is addressing the financial implications of our decisions. The board must determine what we can afford with a rigorous cost analysis before we can make specific decisions. The board needs to meet in executive session separately with each potential landlord. Mary Meade will provide the detailed financial information for calculating specific future budgets for the board to use.

E. Curriculum

No report about curriculum

F. Finance Committee

No report

G. Goals Committee

The board goals' meeting has been rescheduled to 5-6:30 on November 12th immediately before our regular meeting.

H. Public Relations Committee

No Report

I. Optional Intensives

The program is running more smoothly than before.

V. Old Business

The Foraker training for the board has been scheduled for November 5th from 5-8 PM at school.

The Charter renewal committee is starting. Mary needs the draft by November 30th.

VI. New Business

A board member will visit Albert Einstein German School in San Diego later this month.

The Healthy Futures program got Governor Parnell to issue a challenge to children to participate in the program for 3 months. This can be seen as a fundraiser for the school as the school that has the highest participation will win money. Providence Hospital is a prime supporter of the program. We hope to get teachers involved and children to document their activity.

The meeting was adjourned at 9:34 PM.

Executive Session

There was no executive session.

Respectfully Submitted,

Elizabeth Crafford, APC Secretary

**Rilke Schule
Academic Policy Committee
DRAFT Meeting Minutes
Special Meeting
16 October, 2009**



We would be interested in knowing a 1 year 5 year and 10 year plan.

Respectfully Submitted,

Elizabeth Crafford, APC Secretary

I. CALL TO ORDER

The meeting was called to order at 5:05 PM. APC members attending the meeting were:

| | |
|---------------------------------|--------------------------------|
| Jo Sanders, President | |
| Petra Nickerson, Vice President | Claudia Bittlingmaier, Teacher |
| Jeff Ullom, Treasurer | Debra Schwicht, Teacher |
| Liz Crafford, Secretary | |
| Frank Mächt | Crystal Wrabetz, Principal |

Other attendees at the meeting were:

| | |
|----------------|--------------------|
| Brett Wilbanks | Terri Wood |
| Ray Oakley | Stephanie Campbell |
| Jeff Lenter | |

A special meeting was held to discuss the details of a suitability document that describes the board's interpretation of what the members of the school community feel are the most important criteria for a school building. The board discussed and modified, along with public input, the criteria in the suitability document.

The future size of the school was discussed in the context of space needs and revenue generated.

It was moved and seconded that we accept the "suitability document" as edited. The vote was unanimous.

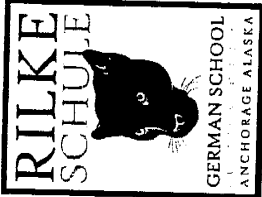
III. PUBLIC COMMENT PERIOD

There was no additional public comment.

It was moved and seconded to hold an Executive Session to discuss Rilke Schule and Rilke Schule Inc finances. The vote was unanimous.

EXECUTIVE SESSION

The executive session discussed the revenue generated by the per student funding and how that would impact a future building lease in terms of school numbers and long term financial stability.



Rilke Schule Academic Policy Committee DRAFT Meeting Minutes 12 November 2009

hopefully recommended. APC members are asked to attend and be there about 6:30.

Stephanie Campbell and Principal Wrabetz will work on the Charter all day on November 25th. On December 3rd at 11:30 am it will be available for the APC to review in a work session.

B. Principal's Report

The date for the March lottery will be March 25th. We already have 10 applicants.

The flyers for Kinderfest are printed. The first Kinderfest will be held Dec. 5th.

The school is planning for H1N1 vaccinations next Monday. Volunteers will come from Providence. There is no cost to the school. The vaccination is only for children. No staff at this time.

The St. Martinstag Lantern Walk has been advertised.

The Pasch Grant has come through to the Verein for \$15,000 Euros, which is more than \$20,000. Book orders have been prepared for the PASCH money, which is its recommended use. We are not allowed to use the money for consulting fees.

Five staff members are going to an ACTFL conference in San Diego in November. The school district will pay for some of the sub days during the conference.

Our current enrollment is 264.

C. Rilke Verein

Subway Restaurant has a school rewards program. We will look into setting up a program for the school to receive benefits from Subway.

Randy Sulte noted that Alaska Airlines has a program called EasyBiz that can be used to earn airline miles for the school.

D. Building Committee

The inspection for the basement will happen when we get a permit number. Rilke Inc. is waiting on the building committee to provide information about the number of students in the future. Rilke Inc. is still in pursuit of being able to offer a lease to APC for consideration, but it will be contingent on finding traditional financing. The big hurdle is coming up with money. We will not know if we have a financial guarantee for a mortgage until January or March.

A review was presented of the tables showing possible models for future growth of the school, and how that relates to our classroom needs for next year and the

I. CALL TO ORDER

The meeting was called to order at 6:35 PM.

APC members attending the meeting were:

| | |
|--|--------------------------------|
| Jo Sanders, President | Joe Weinberger - ABSENT |
| Petra Nickerson, Vice President | Claudia Bittlingmaier, Teacher |
| Jeff Ullom, Treasurer - Via teleconference | Debra Schwicht, Teacher |
| Liz Crafford, Secretary | |
| Frank Mächt | Crystal Wrabetz, Principal |
| Mary Mead, ASD Charter School Supervisor | |

Other attendees at the meeting were:

| | |
|--------------------|------------------|
| Greg Gould | Denise Cotton |
| Stephanie Campbell | Todd Manning |
| Clint Lentfer | Randy Sulte |
| Brett Wilbanks | Beth Schlaubaugh |
| Jeff Lentfer | Terri Wood |

II. APPROVAL OF MINUTES

A motion was made and seconded to approve the corrected minutes from the October regular meeting. The vote was unanimous.

III. PUBLIC COMMENT PERIOD

A parent commented on the improved new paved parking lot.

IV. REPORTS OF STANDING COMMITTEES OR PERSONS

A. Supervisor of Charter Schools

Mary is impressed with how different each charter school is from one another, after attending another charter school board meeting. She informed us that the current big issues from the school district's perspective are the budget and the charter reapplication document. The charter MUST get to Marcia by December 7th. Examples of other school charters are available online. December 14th is the ASD School Board Meeting where the charter will be discussed and approval

future. It was agreed that we should present the slow growth model of two kindergarten classes to our future landlords as a working model for a new lease. If our projected attrition is higher than the model, we would consider enrolling more students in kindergarten, and could possibly support three kindergarten classes in the future.

Jeff Lentfer expressed the need for a Capital Campaign to raise funds for the school.

E. Curriculum

The board discussed pursuing a federal grant to allow children in grades 4-8 to learn Russian 3 times a week. The board felt this was a good idea to pursue as long as it is not perceived that this would take away from the other material the children are learning. Learning another language as early as possible is seen as a great idea.

The German curriculum committee is Jo Sanders, Ann Weese, and Dagmara Arents. The new English curriculum committee will be Debra Schwicht, Claudia Bittlingmaier, and Stephanie Campbell.

F. Finance Committee

There is \$45,000 left over from '08-'09 budget, and \$7000 to \$8000 left over from the '07-'08 budget that must be spent before the end of the '09-'10 school year. We are working hard on the '10-'11 budget. It is not balanced yet. Group health insurance went up by \$1300 for next year. We recognize the value of our experienced staff and feel that they contribute greatly to our school.

G. Goals Committee

The goals committee had a session earlier today. The themes of priorities for the school will be summarized and available by the next meeting or on the web.

The suitability document that was created and approved at the October special meeting will be on the web soon. Paper copies are now available.

H. Public Relations Committee

No report

I. Optional Initiatives

It was reported that O.I.'s are making money. We have \$3600 in the Verein bank account that is from the program. The coordinators asked:

- 1) Do we need to set a limit for the programs that cost more than \$5. Rock Climbing is \$10 per head and the extra cost is now covered by the program.
- 2) Does the board have any recommendations on what to do with the money?

It was suggested that the Verein look into purchasing insurance so they could sponsor more off site activities during the OI time that wouldn't require a certified teacher in attendance. It was suggested to communicate with ASD Risk Management head Mike Klawitter about options.

V. Old Business

A summary was given of why the potential lender for Rilke Inc. that was in Oakland, CA fell through: Our school did not meet the lower thresholds for demographics to invest in low and middle income neighborhoods.

A board member went to the Albert Einstein German School in San Diego. German Consul Frank Müller was there speaking at the school. When they moved into their new neighborhood the identity of the school and the parents shifted to a more multicultural environment.

VI. New Business

Elections next February:

The board needs to put together a nominating committee, as we will likely need to find more than one person to run for board positions at our February elections. The board would like to see candidates with legal and/or business experience run for the board. The nominating committee should be proactive about soliciting people to run for the board. *Additional Board Member:*

It was discussed whether or not to add one additional board position as allowed in our charter. It could be appointed now by the existing board, or added at the time of elections. It was decided that to avoid any sense of favoritism, it would be best to add the position at the time of the open elections in February. Board members all felt it was appropriate to add another position.

A motion was made and seconded to add a position to the board at the February elections. The vote was unanimous.

The meeting was adjourned at 9:22 PM.

Executive Session

An executive session was held to discuss:

Personnel Issues
Contract Negotiation issues for our Building Lease.

Respectfully Submitted,

Elizabeth Crafford, APC Secretary

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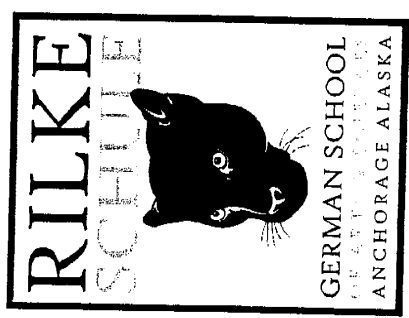
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**Rilke Schule
 German School of Arts and Sciences**

**Bylaws
 1st Amendment**

**Adopted by the
 Academic Policy Committee
 April 11, 2008**

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SIGNATURE PAGE

**ARTICLE I
Name, Purpose, Office, Statute and Code, Fiscal Year, and Governance**

SECTION 1. Name.

The name of the corporation shall be *Ritke Schüle—German School of Arts and Sciences* and shall hereinafter be referred to as “the school”.

SECTION 2. Purpose.

The school is a non-profit corporation organized under the laws of the State of Alaska and its purposes are exclusively educational as set forth in the Certificate of Incorporation. More specifically, the purposes for which the school is organized are determined by the Academic Policy Committee and described within these bylaws.

SECTION 3. Office.

The principal office shall be at the facility of *Ritke Schüle—German School of Arts and Sciences* located within the municipality of Anchorage.

SECTION 4. Statute and Code.

The school shall operate in accordance of the laws and statutes of the State of Alaska.

SECTION 5. Fiscal Year.

The fiscal year of *Ritke Schüle—German School of Arts and Sciences* shall coincide with the fiscal year of the Anchorage School District (July 1 through June 30).

SECTION 6. Governance.

The School shall be governed by the Academic Policy Committee (APC) and as a corporation shall have members.

ARTICLE II

Academic Policy Committee

SECTION 1. General Powers.

The affairs of the school shall be managed by its APC. The APC shall be a single body, in addition to governing and supervising all aspects of the school, the APC shall fulfill the duties prescribed in AS 14.03.250 *et. seq.*. (Establishment of Charter Schools) and as set forth in these bylaws and shall perform the following functions, including, but not limited to:

- A. No member of the APC shall act on his/her own in the name of the APC unless so authorized by these bylaws or by resolution of the APC.
- B. Ensure the fulfillment of the mission of the School as stated in the *Ritke Schüle—German School of Arts and Sciences / Anchorage School District* contract.

- C. APC shall uphold the mission statement as stated in the Rilke Schule-German School of Arts and Sciences/Anchorage School District charter school proposal, November 9, 2006 and approved by the State of Alaska, April 11, 2007. It shall oversee accountability in academics, legal/risk management, finances, operations/maintenance, capital budgeting issues of the School and as otherwise permitted or required by above mentioned contract or by law. The mission statement of the School is found on page 7 of the school charter and is quoted in its entirety as follows
Rilke Schule – German School for Arts and Sciences is a K through 8 school that provides an outstanding education focused on high academic achievement by engaging each child through an enriched language curriculum taught primarily in German.
 D. Promote professional conduct in accordance with Anchorage School District policies or Union contract.
 E. Contract with a Type B certified administrator or as otherwise qualified.
 F. Delegate to the Principal those tasks deemed appropriate by the APC and render to the Principal opinions regarding the hiring, evaluation, German language ability, and/or termination or non-retention of teachers, staff and other personnel to the extent permitted by law.
 G. Review contracts.
 H. Review, upon request by any parent, teacher, or staff, concerns regarding requests for any purchase of materials, student-school concerns if not satisfactorily resolved first through teachers and principal.
 I. Review and rule on any other questions, issues, or policies that may arise from time to time, to the extent permitted by law.

SECTION 2. Members of the Academic Policy Committee.

The APC shall be comprised of the APC Board of Officers and APC Members. Both shall make up the Academic Policy Committee. According to AS Sec. 14.03.250 (b) the APC shall consist of parents of students attending the school, teachers, school employees, and community members.
 A full board constitutes 7-10 members of whom some members are parents and community members, one certified and fulltime faculty representative each from the German and English side, and a principal (ex officio) as non-voting member.

SECTION 3. Term.

The term of all elected members of the APC shall be two (2) years, except for the first 3 years, during which some founding board members will serve 3 years to prevent total turnover of the board after the first 2 years. These terms have been defined by the board in the original charter proposal.

SECTION 4. Term Limitations.

There shall be a limitation of 4 consecutive terms that any voting member of the APC shall serve.

SECTION 5. Vacancies.

Any vacancy occurring on the APC shall be filled by a majority of the remaining members of the APC and shall be elected for the unexpired term of his or her predecessor in office. No vacancy shall continue for longer than six months or until the next annual meeting of the Membership, whichever occurs first.

SECTION 6. Compensation.

Members of the APC shall not receive salaries for their services. However, nothing in this section shall prevent any APC member from serving the school in another capacity and being compensated for that service.

SECTION 7. Resignation.

Any APC member may resign at any time by giving written notice to the Chair of the APC or Secretary. Such resignation shall take effect at the time specified therein or as otherwise negotiated by the APC and, unless otherwise stated, the acceptance of such resignation shall not be necessary to make it effective.

SECTION 8. Removal.

APC members are expected to attend all regular APC meetings. Although absences at times cannot be avoided, the absence from a meeting has to be communicated to the APC Chair in advance. The APC may remove any APC member who has three (3) unexcused absences during his/her term. Furthermore, failure to adequately perform one's duties as required by the position, may lead to removal from the APC. Removal shall require a majority vote of the full APC.

SECTION 9. Conflict of Interest.

An APC member shall disclose all conflicts of interest and may not act in matters in which he or she has a substantial and material conflict of interest.

(a) **Conflict of Interest Defined.**

An APC member shall be considered to have a conflict of interest if he or she or a member of his or her immediate family:

- (i) has an economic interest in a transaction which is the subject of proposed action by the school and the economic interest is adverse, competitive, potentially adverse or potentially competitive to the interest of the school;
- (ii) is a member or holds a significant interest in another entity that is the subject of the proposed action by the school;
- (iii) is a member of the APC, or an officer or manager of another entity that is the subject of the proposed action by the school; or,

- (iv) is a party to or a potential party to threatened or pending litigation or administrative proceedings in which the position is adverse to that of the school.

However, a member does not have a Conflict of Interest where the interest of the member or his or her immediate family is no different than that of APC members of the school generally or of other members.

(b) Determination of Substantial and Material Conflict of Interest.

When an APC member has a potential Conflict of Interest, the member shall notify the APC Board of Officers before the Board considers the matter with respect to which the actual or potential conflict exists, of all material facts concerning the nature of the Conflict of Interest. The existence of a Conflict of Interest shall be recorded in the minutes of the meeting of the APC members.

The APC shall determine if a particular member has a substantial and material Conflict of Interest under this Section. The issue shall be voted on by the APC members who do not have a Conflict of Interest on the matter to be considered. The APC member with a Conflict of Interest shall not participate in the discussion of the conflict and shall abstain from voting on the issue of the conflict and shall leave the meeting while the disinterested members discuss and vote on the conflict. However, the member may be counted in determining the presence of a quorum at the meeting at which the APC considers the matter giving rise to the conflict.

The Membership may void an Action of the APC when the action included participation of a member with a Conflict of Interest, upon a showing that (i) the vote of the disinterested members present at the meeting and voting, would have been insufficient to take the challenged action without the inclusion of the vote of the member who had the Conflict, and (ii) the action taken was unfair to the school.

(c) Disqualification of APC Member.

If a majority of the voting APC members votes that a substantial and material Conflict of Interest exists, then the member shall be disqualified from discussing or voting on the matter in which he or she has a substantial and material Conflict of Interest.

ARTICLE III

Officers of the Academic Policy Committee

SECTION 1. Officers.

The officers of the APC shall be Chair, Vice Chair, Secretary, and Treasurer, each of whom must be a parent or community member of the APC in good standing and must have served at a minimum of 3 months on the committee. The APC may elect or appoint such other officers, including one or more assistant secretaries, as it shall deem desirable, such officers to have the authority and perform the duties prescribed, from time to time, by the APC. Only parents and community members who are not in any kind of employed relationship with Rilke Schule may be elected to an officer position.

SECTION 2. Election and Term of Office.

The term of all officers of the APC shall be one (1) year. The officers of the APC shall be elected yearly by a majority of a quorum of the APC at the third regular meeting following the annual meeting of the APC. If the election of officers shall not be held at such meeting, elections shall be held as soon thereafter as possible.

SECTION 3. Removal.

Any officer elected or appointed by the APC may be removed from office (but not from the APC) by a simple majority vote of the full APC whenever in its judgment the best interests of the School would be served thereby.

SECTION 4. Vacancies.

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise may be filled by a simple majority vote of the full APC for the unexpired portion of the term.

SECTION 5. Chair.

The Chair shall be a parent or community member of the APC, and shall not be in any regular employment relationship with the school. The chair shall be the presiding officer at all meetings of the APC. The Chair shall have such authority and perform such duties as shall be directed by the APC from time to time.

SECTION 6. Vice Chair.

The Vice Chair shall be a parent or community member of the APC, and shall not be in any regular employment relationship with the school. In the absence of the Chair, or in the event of his/her death, inability or refusal to act, the Vice Chair or other APC member designated by the Chair shall perform the duties of Chair, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Chair. Any Vice Chair shall perform such duties as shall be directed by the APC from time to time.

SECTION 7. Secretary.

The Secretary shall be a parent or community member of the APC, and shall not be in any regular employment relationship with the school. The secretary shall keep the minutes of the meetings of the APC in computer files, see that all notices and agendas are duly given and posted in accordance with the provisions of these Bylaws or as required by law, keep an updated list of the mailing address, e-mail address, and telephone numbers of each member of the APC, and in general perform such other duties as from time to time may be assigned to him/her by the APC.

SECTION 8. Treasurer.

The Treasurer shall be a parent or community member of the APC, and shall not be in any regular employment relationship with the school. The treasurer shall present to the APC the annual budget for the forthcoming year which has been prepared by the School, and shall ensure that it justly supports the mission and goals of the School. The Treasurer will present an update on the budget at each APC meeting, and in all ways shall

be accountable to the APC and the School Board. The Treasurer shall cause to be completed the audits specified in ARTICLE VIII, SECTION 3 of these Bylaws. The Treasurer will serve as the financial liaison for all fund raising entities and will serve as the coordinator of all School funds.

ARTICLE IV Election of Members of the Academic Policy Committee

- SECTION 1. Elections Committee.**
In January of each year, the Chair of the APC shall appoint an Elections Committee of three (3) persons. Two persons not running for re-election shall be members of the APC, and one person shall be a parent of a student enrolled in the School but who is not a member of the APC. The Elections Committee shall oversee the election process for positions on the APC. The Elections Committee shall do the following:
- A. Solicit, review, and accept applications from candidates for membership to the APC.
 - B. In its discretion, nominate individuals who have not submitted an application as candidates for positions on the APC.
 - C. Make available within the School office copies of any statements any candidate chooses to submit to the nominating committee or to the parents, students or personnel.
 - D. Establish a forum for public introduction of each candidate.
 - E. Prepare a secret ballot listing the candidates.
 - F. Distribute and collect the secret ballots and otherwise oversee the election so that it is conducted in a fair manner.
 - G. Advise the candidates and the APC of the election results.
 - H. Prepare a report stating the results of the election, which report shall be kept at the principal office of the School and be made available for review by interested parents, teachers or staff members of the School.
 - I. Teachers vote by secret ballot.

SECTION 2. Eligibility to Vote.
Only parents or legal guardians of students currently enrolled in the School on the day of the election, and sitting APC members are eligible to vote in elections. Only fulltime, part-time teachers, and classified employees with Rilke Schule are eligible to vote. The Elections Committee shall be responsible for monitoring voter eligibility and resolving any disputes involving the casting of ballots.

SECTION 3. Casting of Votes.
Voting may occur in three ways: (1) at any time during the date of the annual meeting up until the time of the annual meeting, by obtaining from and submitting to the School office the secret ballot prepared by the Elections Committee, (2) by completing the secret ballot in person at the annual meeting, or (3) by absentee ballot completed according with procedures established by the Elections Committee.

- A. Proxy, facsimile, e-mail, or other method of voting not expressly authorized above is not permitted or valid.
- B. Eligible parents choose the parent member from the parent community
- C. Teachers, staff, and classified employees choose the teacher member
- D. All eligible voters, as defined in ARTICLE IV, SECTION 2 above, who are both current teachers at Rilke Schule and parents may vote for both parent and teacher positions on the APC.

ARTICLE V Meetings of the Academic Policy Committee

SECTION 1. Annual and Regular Meetings.
The APC hereby formally adopts the Open Meetings Act, A.S. 44.62.310 et seq. ("the Act"). All meetings shall be conducted and all notices and agendas posted in accordance with the Act. If any portion of these Bylaws is more specific than the Act, then that portion of these Bylaws shall control over the Act, unless prohibited by law.
The annual meeting of the APC shall be held on the second Friday of February of each year, beginning at the hour of 6:30 p.m., for the purpose of electing members of the APC and for the transaction of such other business as may come before the meeting. If the annual meeting or election of membership to the APC shall not be held on the day designated herein for any annual meeting and election, the APC shall cause the annual meeting and election to be held at a special meeting as soon thereafter as conveniently may be held. The APC shall also hold regular meetings typically monthly but at least four (4) times a year. Annual and regular meeting can coincide.

SECTION 2. Special Meetings.
Special meetings of the APC may be called by the Chair, Principal, or any three members of the APC.

SECTION 3. Place of Meetings.
The APC may designate any place within the City of Anchorage as the place of meeting for any annual meeting, regular meeting, or special meeting. If no designation is made, the place of meeting shall be at the school.

SECTION 4. Notice of Meetings.
Notice of annual, regular, or special meetings stating the place, day and hour of any meeting shall be delivered, either personally, by mail, by facsimile, or by e-mail to each member of the APC not less than one (1) day before the date set for such meeting. In addition, at least twenty-four (24) hours prior to each meeting, notice of and the agenda for each meeting shall be posted at the School. New issues not posted on the agenda may nonetheless be raised, discussed and voted upon at any meeting.

SECTION 5. Informal Action by Members.
Any action that otherwise may be taken at any meeting of the APC may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed and

unanimously agreed upon in writing or email by 100% of the members of the APC entitled to vote with respect to the subject matter thereof.

SECTION 6. Quorum.

Fifty percent (50%) or more of the voting members of the APC constitutes a quorum. Telephone participation is permitted.

SECTION 7. Manner of Acting.

The act of a majority of the members of the APC at a meeting at which a quorum is present either in person or by telephone shall be the act of the APC, unless the act of a greater number is required by law or by these Bylaws.

SECTION 8. Standards of Conduct for APC members.

- (a) A member shall perform his or her duties, including the duties as a member of a committee: (1) in good faith; (2) with the care of an ordinarily prudent person in a like position would exercise under similar circumstances; and (3) in a manner the member reasonably believes to be in the best interests of the school.
- (b) In performing his or her duties, a member is entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, if prepared or presented by:
- (i) one or more members or employees of the school whom the officer reasonably believes to be reliable and competent in the matters presented;
 - (ii) legal counsel, public accountants or other persons as to matters the member reasonably believes are within the person's professional or expert competence; or
 - (iii) a committee of the Board of which the member is not a member, as to matters within its purview, if the member reasonably believes the committee merits confidence.
- (c) A member is not acting in good faith if he/she has knowledge concerning the matter in question that makes reliance otherwise permitted by subsection (b) unwarranted.

SECTION 9. Executive Sessions.

All regular and special meetings of the APC shall be open to the public, except that, upon a vote of a majority of the members present, an executive session may be held to discuss matters including but not limited to:

- 1. Attorney-client matters;
- 2. Contract proposals or negotiations;
- 3. Sensitive personnel matters;
- 4. Student discipline matters.

The motion requesting the executive session shall state the nature of the matter to be discussed. Only those persons invited by the APC or permitted by law may be present during the executive session. Unless invited or permitted by law, no teacher/teacher's aide APC member shall be entitled to attend any executive session in which personnel issues specific to a particular employee are discussed, and no teacher/teacher's aide APC member shall be entitled to vote on any such issue in public session. The APC shall not make final policy decisions, nor shall any resolution, rule, regulation, or formal action or any action approving a contract or any other final action, be approved at any session which is closed to the general public. Matters discussed during the executive sessions shall remain confidential among those attending. The Secretary of the APC shall maintain topical minutes of all executive sessions.

SECTION 10. Proxies. Members of the APC may not vote by proxy.

**ARTICLE VI
Principal**

SECTION 1. Selection/Removal.

The Principal shall be selected by the *Ritke Schulte—German School of Arts and Sciences* Academic Policy Committee. Removal of the Principal will require a majority vote of the full APC when in its judgment the best interests of the School would be served thereby and should follow the terms described in the principal's contract.

SECTION 2. Duties and Responsibilities.

The Principal shall have those day-to-day management and other duties as assigned and delegated by the APC, or as required by law. With the advice of the APC, the Principal shall select, appoint, or otherwise supervise employees of the School. The Principal shall see that all policies, orders, and resolutions of the APC are carried into effect. Upon delegation by the APC, the Principal shall:

- 1. Maintain financial records of the School;
- 2. Manage the day-to-day operation of the School to ensure that the terms of the contract are met;
- 3. Meet regularly with parents and with teachers of the School to review, evaluate, and improve operations of the School;
- 4. Submit appropriate information as required by the School District, Department of Education or Federal and State Agencies; and
- 5. Submit for approval or disapproval to the APC all significant policy and financial decisions that may have a substantial impact upon the school.
- 6. Perform other duties as assigned by the APC or outlined in the job description.

**ARTICLE VII
Committees**

SECTION 1. Membership of Committees.

The APC by resolution adopted by a majority of a quorum of the APC, may designate and appoint one or more committees to perform specific tasks assigned by the APC. Members will be selected by the APC from a list of volunteers who are parents of children attending the School, community members at large, the Principal, teachers, or teachers' aides.

SECTION 2. Instruction and Responsibility.

Each committee shall be clearly instructed as to the length of time each member is being asked to serve, the service the APC wishes each committee to render, the extent and limitations of responsibility, the resources the APC will provide, and the approximate dates on which the APC wishes to receive reports. Recommendations of special advisory committees shall be based on research and fact and shall be advisory to the APC.

SECTION 3. APC Powers and Prerogatives.

All recommendations of a committee must be submitted to the APC for official action. The APC shall have the power to dissolve any committee and shall reserve the right to exercise this power at any time during the life of any committee.

SECTION 4. Meetings.

Special committees to the APC shall comply with the requirements concerning public meetings that are specific in ARTICLE V, SECTIONS 1-10.

ARTICLE VIII

Contracts, Bank Accounts, Checks, Withdrawals, and Accounting

SECTION 1. Contracts. The APC has the authority to enter into contracts, execute and deliver instruments, and otherwise legally bind the School. The APC may delegate this authority, either in specific instances or in general, to the Principal or his/her designee, or to any officer of the APC.

SECTION 2. Bank Accounts, Checks, Withdrawals, etc.

All monies not held by the District shall be deposited in a bank account(s) in the name of the Parent Organization (Elterverein) of the school. Signatories on any such accounts shall be a designated member of the Parent Organization. Withdrawals or transfers from any and all District-monitored school funds, bank accounts, budget transfers, and any expenditures over five hundred dollars (\$500) shall be approved by both the APC Treasurer and the Principal, with APC approval obtained for expenses and budget changes over \$2,000. Any expenditures or changes in the budget less than five hundred dollars require only the approval of the Principal.

SECTION 3. Accounting.

The Principal or his/her designee shall present to the APC at each regular monthly APC meeting a ledger itemizing all income, expenses and budget transfers since the prior APC regular monthly meeting, and copies of all accompanying bank account statements. The APC may at any time cause a full or partial independent audit of School monies to occur.

**ARTICLE IX
Indemnification**

Section 1. Duty to Indemnify.

Subject to the sections below, the school shall defend, indemnify and hold harmless any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the school) by reason of or arising from the fact that the person is or was an APC member of the school against costs and expenses (including attorney's fees) of the suit, action or proceeding, judgments, fines, and settlements actually and reasonably incurred in connection with the action, suit or proceeding if:

- (i) the person acted in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of the school and, with respect to a criminal action or proceeding, did not know and had no reasonable cause to believe the conduct was unlawful, or

The termination of any action, suit or proceeding shall not of itself create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in or not opposed to the best interests of the school and, with respect to a criminal action or proceeding, a presumption that the person did not know and had no reasonable cause to believe that the conduct was unlawful.

Section 2. Denial of Right to Indemnification.

Subject to the provisions of Sections 5 and 6 below, or unless otherwise ordered by a court, indemnification and defense under section 1 of this article may only be made by the corporation upon a determination by the board that defense and indemnification of the APC member, is proper under the circumstances because the person has met the standard of conduct set forth in Section 1 of this Article, provided however, no person may receive defense or indemnification in those matters in which that person was adjudged to be liable for negligence or misconduct in the performance of corporate duties. In the case of any challenge to the propriety thereof, the person shall be afforded a fair opportunity to be heard as to that determination. Defense and indemnification payment may be made, subject to repayment upon ultimate determination that defense and indemnification is not proper.

Section 9. Limitation of Liability.
If set forth in the Articles of Incorporation, no APC member of this corporation shall have any personal liability to the school for monetary damages for the breach of fiduciary duty as a director/Director except as provided in AS 10.20.151(d) and (e).

**ARTICLE X
Amendments to Bylaws**

SECTION 1. Amendments.
These Bylaws may be altered, amended, or repealed and new bylaws may be adopted by a two-thirds (2/3) vote of the full APC, who are present at any regular meeting or any special meeting, provided that the proposed change in the Bylaws has been submitted in writing to all of the members of the APC and posted publicly in the School's office at least two (2) days prior to the meeting at which the proposed change will come up for a vote. Proposed changes to the Bylaws may be submitted by any member of the APC, by parents with students currently enrolled in the School, or by the Principal or teachers, each then under contract with the School, for consideration by the APC.
KNOW ALL PERSONS BY THESE PRESENTS: That the undersigned Secretary of Rilke Schule German School of Arts and Sciences does hereby certify that the above and foregoing Bylaws were duly adopted [amended] by the Rilke Schule APC on the eleventh day of April, 2008.

A. Carlsson
Anje Carlson, Ph.D., Secretary

Section 3. Determination.
The determination described in Section 2 shall be made:

- (i) by the APC by a majority vote, or
- (ii) by independent legal counsel, if directed by the APC by a majority vote of disinterested members or in the absence of a quorum.

Section 4. Successful Defense.
Notwithstanding any other provisions of Sections 1, 2 or 3 of this Article, but subject to the provisions of Section 5 below, if a person is successful on the merits or otherwise in defense of any action, suit or proceeding referred to in Sections 1 of this Article, or in defense of any claim, issue or matter therein, the person shall be indemnified against costs and expenses (including attorney's fees) actually and reasonably incurred in connection therewith.

Section 5. Condition Precedent to Indemnification.
Any person who desires to receive defense and indemnification under this Article shall notify the school reasonably promptly that the person has been named a defendant in an action, suit or proceeding of a type referred to in Section 1 and that the person intends to rely upon the right of indemnification described in this Article. The notice shall be in writing and mailed via registered or certified mail, return receipt requested, to the APC President of the school at the principle office of the school or, in the event the notice is from the President, to the APC Secretary of the school. Notice need not be given when the Corporation is notified by being named a party to the action.

Section 6. Insurance.
The APC members, at their discretion, may purchase insurance coverages for the risks described in this Article. To the extent that such an insurance policy (or policies) provides coverage where this Article does not, a director seeking indemnity shall have the benefit of that coverage, and the rules set out in this Article shall apply to any deductible or co-insurance requirement, or to any claims in excess of policy limits.

Section 7. Former APC Members, Etc.
The indemnification provisions of this Article shall be extended to a person who has ceased to be an APC member as described above and shall inure to the benefit of the heirs, personal representatives, executors and administrators of such person.

Section 8. Purpose and Exclusivity.
The defense and indemnification referred to in the various sections of this Article shall be deemed to be in addition to and not in lieu of any other rights to which those defended and indemnified may be entitled under any statute, rule of law or equity, agreement, vote of the APC members, or otherwise. The purpose of this Article is to augment, pursuant to AS 10.06.490(f), the provisions of AS 10.20.011(14), and the other provisions of AS 10.06.490.

APPENDIX C – CHARTER SCHOOL CONTRACT

CHARTER SCHOOL CONTRACT

THIS CONTRACT is between _____, whose address is _____, hereafter "Charter School," and the Anchorage School Board, whose address is 5530 E. Northern Lights Blvd., Anchorage, Alaska 99504-3135, hereafter "School Board."

WHEREAS, Charter School desires to operate within the Anchorage School District (hereafter "School District") in conformance with Alaska Statutes 14.03.250-290 and School District policies and procedures; and

WHEREAS, the School Board has reviewed and approved Charter School's application, subject to any amendments or conditions noted by the School Board;

WHEREAS, by resolution adopted _____ (date), the School Board conditionally granted the application contingent upon the negotiation and execution of a contract acceptable to Charter School and School Board and subject to certain other conditions, including approval by the State Department of Education and Early Development; and

WHEREAS, the parties contemplate that the application, as amended by this contract, between Charter School and the School Board, will constitute the agreement between the parties regarding the governance and operation of Charter School;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained in this contract, the parties agree as follows:

Charter School shall provide an educational program in the School District subject to the terms and conditions of this contract, commencing on the _____ day of _____ for the school year _____. Services will be provided in accordance with the Charter School Calendar identified below.

1. Compliance with Regulatory Requirements: Charter School warrants that it will comply with all local, state and federal laws and regulations applicable to public schools and all requirements imposed by School District policy and regulation on the operation of charter schools.
2. Educational Program: Charter School shall provide an educational program that shall advance students' mastery of basic skill areas including mathematics, science, health, reading, language arts and social studies, appropriate to the age of students included in the

July 1, 2008

program. Provision will also be made for physical education, music, art, and instructional technology within the educational program. The educational program shall be designed as described in the attached charter application.

3. Achievement Levels: Charter School's educational program shall result in students attaining the following specific levels of achievement as described in the attached final District-approved charter application.
4. Administrative Policies and Procedures: Charter School has requested and received authorization for the following exemptions from School District policies and procedures (list by number and title on an attached sheet of paper):

Charter School agrees and warrants that it will comply with all other School District policies and procedures except those pertaining to textbook, program, curriculum and scheduling requirements as approved by the School Board.

- a. Admission Policies and Procedures: Charter School will operate for _____ years as set forth below. Eligible students are those who are grade-appropriate for that school. Charter School shall accept students into its program using the District Lottery Procedures as described below.

Charter School affirms that any eligible student who applies in a timely fashion will be admitted, up to the maximum number of students that can be accommodated by the program. If more eligible students apply than can be accommodated, admission to the program will be determined by a drawing using the District's adopted Lottery Procedures. Charter school also affirms that it will not discriminate in its policies or program against any individual on the basis of any classification protected under law or district policy.

- b. Academic Policies: Academic policies and goals for Charter School shall be established by the Academic Policy Committee. The Academic Policy Committee shall meet with the Charter School principal/administrator at least four times yearly, to monitor progress in achieving the committee's policies and goals.

The Academic Policy Committee shall include _____ persons, including parents of students attending Charter School, teachers at Charter School, and other Charter School employees. Students shall be included if the Charter School is for grades 9-12. Membership shall be determined in accordance with procedures developed and approved by the committee.

5. Funding: School District shall allocate funding for Charter School based on a per-pupil allocation for the students enrolled in the Charter School, computed in a manner consistent with the method in which the District receives revenues from the State less administrative costs retained by the District determined by applying the indirect cost rate approved by the State Department of Education and Early Development. The District may allocate additional revenue beyond the per pupil allocation based on the approved program for the charter school; this increase must be approved by the School Board.

6. School District Charges: Charter School shall operate under the terms of the approved program budget. The program budget was developed utilizing anticipated School District funding based on a per-pupil allocation for the students enrolled in the Charter School. The per-pupil allocation is computed in a manner consistent with the method in which the District receives revenues from the State, less administrative costs retained by the District, to be determined by applying the indirect cost rate approved by the State Department of Education and Early Development. Charter School's funding allocation from School Board for purposes of creating the program budget was _____. The approved program budget includes the revenues identified above. In addition, revenues generated for special populations of students, revenues from grants, and special revenue funds beyond the per-pupil allocation may be approved by the School Board.

Operating revenues actually provided to Charter School by School District may exceed or be less than the approved program budget since actual revenues shall be determined from actual student enrollments in Charter School during the year in which Charter School is operating. School District will adjust the funding to reflect actual student enrollment. Actual student enrollment shall be determined in the same manner that the State of Alaska uses to

determine student enrollments and state revenues generated in the School District.

7. Student Fees and Charges: A Charter School may not charge tuition to students who reside within the Anchorage School District. Fees charged to students by the Charter School, including but not limited to supply and activity fees, shall be retained by the Charter School and included in the Charter School program budget.

8. Budget and Accounting: The Charter School's funding allocation for its first school year under this contract, subject to adjustment based on state funding and enrollment and a statement of costs assignable to the Charter School program budget are attached as part of the final District-approved charter application. The budget will be amended on an annual basis to reflect any changes in Charter School's funding allocation or assigned costs for subsequent school years. On or before the 15th day of November of each year, the Charter School shall provide an annual budget for the following school year to the administration for approval.

Charter School acknowledges that adjustments to the Charter School budget may be necessary if the estimated revenues are revised due to School Board, legislative and/or Assembly action.

Charter School shall account for receipts and expenditures by using and complying with the School District's accounting, audit and other fiscal procedures. Charter School shall establish, maintain, and retain appropriate financial records in accordance with all applicable federal, state, and local laws, rules and regulations, and will make such records available to the School District, as requested. Charter School agrees that it shall comply with all local, state and federal requirements for receipt and use of public money.

9. Facility: Charter School shall be operated at the following location:

The facility to be used is _____ square feet, containing _____ classrooms, administrative offices, and other facilities described as follows (attach additional sheets if necessary):

Charter School guarantees that the facility complies with all local, state and federal health and safety requirements applicable to other public schools in the School District and that compliance will be maintained at all times.

Charter School guarantees that it will comply with all District policies and procedures, and all applicable state and local laws and regulations, in obtaining leased or rented space.

10. Teachers and Staff: At the time of executing this contract, the parties anticipate that the following teachers will, by agreement, teach in the Charter School (attach additional sheets if necessary):

At the time of executing this contract, the parties anticipate that the following individual(s) will, by agreement, act as a principal/administrator in the Charter School and shall hold the title of: _____

Charter School shall promptly provide School District with written notice of any proposed changes to the school's staff.

Charter School agrees that certificated staff shall be evaluated in an equivalent manner as other teachers and administrators in equivalent positions in the District. Evaluation procedures for certificated staff must be identical to the District's procedures, unless the charter school application approved by the District for attachment to this contract includes a detailed description of the evaluation procedures to be used in the charter school, in which case the Charter School may use that District-approved procedure. The Performance Standards adopted by the State Board of Education and Early Development and the Anchorage School District for teachers and administrators must be included in any alternative evaluation procedures that are proposed for certificated staff. However, to clarify expectations, a charter school Academic Policy Committee may develop additional performance indicators that are relevant to the educational program of the charter school. To the extent required by contract, any changes to the evaluation procedures for teachers must be developed in consultation with the

teacher's union, giving the union full opportunity to review and collaborate on those changes.

Unless the School District and any association representing an employee agree to an exemption, all provisions of any existing negotiated or collective bargaining agreement applicable to any employee shall remain in effect while the employee provides services at Charter School. All waiver requests and written responses from the appropriate bargaining units are included in this contract and are attached hereto.

11. Pupil-Teacher Ratio: Charter School shall maintain the following pupil-teacher ratio: _____
12. Enrollment: Charter School shall enroll a minimum of _____ students and a maximum of _____ students at all times. Student enrollment may be adjusted pursuant to the admissions procedures set forth above if there is increased student demand to attend Charter School.
13. School Calendar: Charter School warrants that it will operate at all times designated in the attached school year calendar. The school day shall be _____ hours long and will start at ____ a.m. and end at _____ p.m.
14. Retirement: All employees of the Charter School shall be members of the Teacher's Retirement System or the Public Employee's Retirement System and be subject to the requirements of those systems.
15. Contract Term: This contract shall be effective upon complete execution and shall be reviewed annually. The contract has been approved for a period of _____ fiscal years and will terminate on _____ (date). (No contract may be approved for a term in excess of ten years). Charter School may apply for a contract extension or reapply for a new contract during the last year of the existing contract period.

Although this contract is for the operation of Charter School for a period of _____ years, any financial commitment on the part of the School District contained in this contract is subject to annual appropriation by the School Board and the parties agree that School District has no obligation to fund the financial obligations under this contract other than for the current year of the contract term.

The parties also agree that the School District has no obligation to provide the services described within this contract other than for the current year of the contract term.

16. Termination: This contract may be terminated by School Board for Charter School's failure to meet educational achievement goals or fiscal management standards, for a default in any material provision of this agreement or for other good cause. The School Board shall provide at least 30 days written notice to Charter School of its intent to terminate this contract and the reasons therefore. If Charter School fails to remedy the cause for termination within the time provided in this notice, then this contract shall automatically terminate at the end of the stated time. Any unused funds remaining shall immediately be returned to the School District upon such termination. Charter School may terminate the contract on an annual basis. In such event, Charter School shall notify the District by February 1 of a given school year of its intent to cease operations the following year.

17. Risk Management: Charter School agrees to adequately protect against liability and risk through an active risk management program. This program shall include purchase of insurance coverages, as directed by the Anchorage School District risk manager in the following amounts: _____. Charter School agrees that it will coordinate all risk management activities through the District's risk management office. Charter School shall not compromise, settle, negotiate, or otherwise affect any disposition of potential claims asserted against it without the School District's prior written approval.

Charter School agrees to operate in such a manner as to minimize the risk of injury or harm to students, employees, and others. Charter School shall comply with all Board policies and regulations, and comply with all applicable federal and state laws, concerning student welfare, safety and health, including, without limitation, Board policies and laws addressing the reporting of child abuse, accident prevention and disaster response, and any state regulations governing the operation of the school facilities.

18. Contract Compliance: Charter School agrees to oversee its operations to ensure that the terms of this contract are met. Charter School agrees to meet regularly with parents, teachers/staff, and students (where appropriate) to review, evaluate, and improve

operations of the Charter School. Charter School agrees to meet with the Academic Policy Committee at least quarterly to monitor progress in achieving the Committee's policies and goals.

19. Indemnification: To the extent not covered by insurance, Charter School agrees to indemnify and hold the School District, its Board, agents and employees harmless from all liability, claims, and demands on account of injury, loss or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage or any other losses of any kind whatsoever which arise out of or are in any manner connected with Charter School's operations.

In addition to the mutual covenants and agreements set forth above, School District and Charter School agree to be bound by those agreements, promises, and covenants set forth in the final approved Charter School Application, a copy of which is attached, except as those terms are amended by this contract, and the bylaws and policies of the Anchorage School District, and federal, state and local statutes and regulations.

Dated _____

School Board President
Anchorage School District

Dated _____


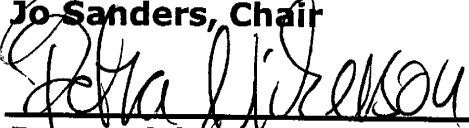
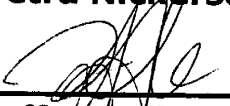
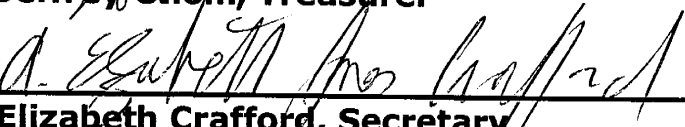

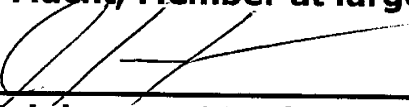

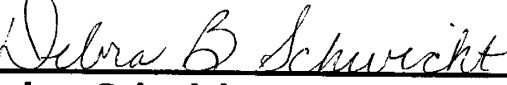
Charter School Authorized Agent
Anchorage School District

(Revised 4/27/09)

To Whom it May Concern:

We, the undersigned members of the Academic Policy Committee of the Rilke Schule German School of Arts and Sciences, attest that we as individuals understand our responsibility toward the supervision and continuous operation of the charter school.

Signed,

| | |
|---|---------------------|
|  | <i>Dec. 3, 2009</i> |
| Jo Sanders, Chair | Date |
|  | <i>12/3/2009</i> |
| Petra Nickerson, Vice Chair | Date |
|  | <i>12/3/2009</i> |
| Jeffrey Ullom, Treasurer | Date |
|  | <i>Dec 3, 2009</i> |
| Elizabeth Crafford, Secretary | Date |
|  | <i>Dec 7, 2009</i> |
| Frank Macht, Member at large | Date |
|  | <i>Dec 7, 2009</i> |
| Joe Weinberger, Member at large | Date |
|  | <i>Dec 3, 09</i> |
| Claudia Bittlingmaier, Teacher representative | Date |
|  | <i>12/7/09</i> |
| Debra Schwicht, Teacher representative | Date |

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

MEMORANDUM #50 (2009-2010)

September 14, 2009

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: ANNUAL REVIEW/END-OF-YEAR REPORT FOR FY 2008-2009
RILKE SCHULE GERMAN SCHOOL OF ARTS & SCIENCES
CHARTER SCHOOL

ASD Goal: *Ensure public accountability through effective communication with students, staff, parents, community and government at all levels.*

PERTINENT FACTS:

School Board Policy 333.10 on Charter Schools requires an annual review of each charter school. To be specific, the policy states:

"The charter school will be subject to review of its operations and finances by the School Board. The charter school will be subject to review of its operations and finances by the School Board. Annually, the Academic Policy Committee will submit a concise written report and make a presentation to the School Board and the public no later than September 15 of each school year. This report will include, but is not limited to, information of the attainment of student performance expectations, including copies of the Terra Nova and SBA reports; recommendations for remediation for poor student performance; school goal attainment; trends in student/staff enrollment and mobility; an end of year preliminary financial statement showing revenues and expenditures; minutes of the meetings of the governing body of the charter school; descriptions of charter school activities; copies of any leases signed by the charter school; current bylaws of the Academic policy Committee; notification of establishment of 501 © (3) status; list of officers in any PTA/PTO or other parent organization; any changes in facility location; any major changes planned for the following school year; a list of the Academic Policy Committee for the past and coming school years, including officers, and staff members by position; a list of employees and job titles; and other information requested by the School Board.

If there is evidence of a breach of contract, then the school board, through the superintendent or designee, shall have a right to investigate this breach of

contract and meet with the charter school to discuss possible remedies and/or possible termination of the contract.”

Representatives from Rilke Schule Charter School will be available to present their annual report to the School Board. Their report is presented to the School Board as Attachment A. The administration will also present remarks at the appropriate time. Connie Bensler, the previous charter school supervisor for the Anchorage School District, worked closely with the administration and Academic Policy Committee of this school. Ms. Bensler attended APC meetings and provided assistance to these groups on working within the confines of the Anchorage School District and Charter School Law, policies and regulations. Her successor, Mary Meade-Olberding, looks forward to continuing this relationship.

Rilke Schule German School of Arts & Sciences (K-8) had a very successful second year. After forming a Public Relations and Advertising Committee and training Parent Ambassadors to get the word out about their school, their enrollment soared from an average of 200 students in the fall of 2008 to over 270 currently. With emphasis placed on recruiting primary students, they now have four kindergartens, two first, and two second grades. This growth is causing them to look closely at other facility options for next year. They have added new staff members and continue to face the challenge of finding certificated German speakers with native or near-native abilities, since half of each day is taught in English and the other half is taught using the German language.

The principal, Crystal Wrabetz, has done a great job of leading the school in partnership with their committed Academic Policy Committee, which still includes two of the founding board members. The Rilke Schule Verein (RSV) is their parent/teacher organization that assists the school by volunteering, sponsoring fundraisers, and other community activities. These tireless supporters volunteered more than 6,000 hours at the school in 2008-2009.

Rilke Schule made AYP again this year, but continues to use assessment data to determine areas in which to improve. Students were placed in level-appropriate math classes, and small group instruction was provided for students at all levels. “Academic Boot Camp” and after hours tutoring were also available for students. Another school goal that was met was the implementation of a schoolwide discipline plan.

The following were among the various successful activities during the year: free German language tutorial service was provided to students new to the immersion program; weekly advanced language practice was held for more advanced German speakers; two German-immersion summer camps were held

for both new and returning students; and many German cultural events were celebrated throughout the year. They also built robots, went on many field trips, sponsored a drama club, held a science fair, and continued school band instruction.

Rilke Schule is something to be very proud of; the school is a success in every way. The founders continue to be a part of the school and help to make it a very special place for children. It will be a pleasure to see it continue to grow and flourish in the future.

CC/EG/MM

Attachment

Prepared by: Mary Meade-Olberding, Supervisor, Charter Schools

Approved by: Ed Graff, Assistant Superintendent, Instruction

Rilke Schule Charter School
2008-09 Adequate Yearly Progress
Status Report

Meets AYP

AMO For Language Arts: 77.18%

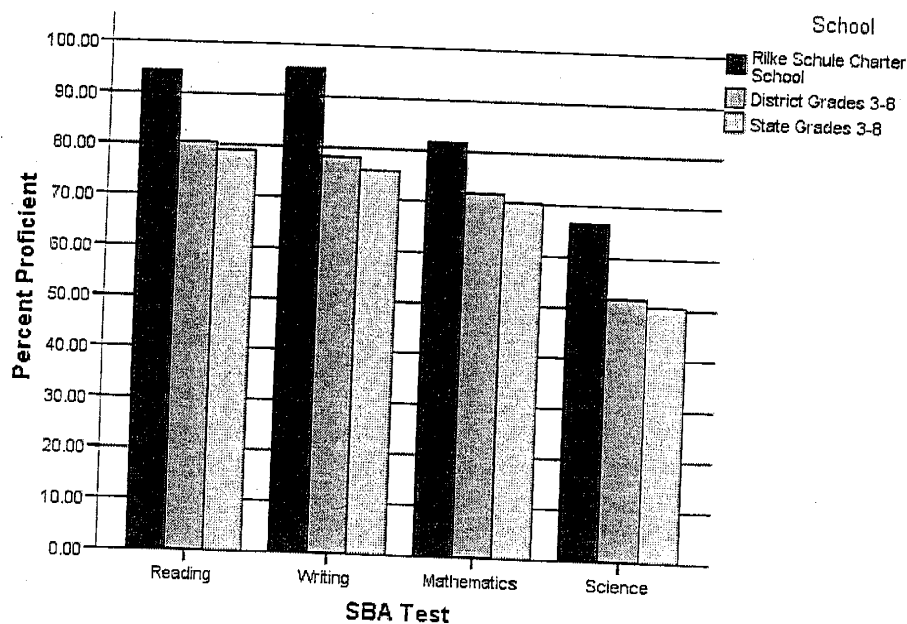
AMO For Mathematics: 66.09%

| Group | Participation Rate | | | | "FAY" (D) Tested & Enrolled | Language Arts Performance | | | | Mathematics Performance | | | |
|------------------|---------------------------|-------------------------|--------|-------------|--------------------------------------|---------------------------|------------------------------|---------------|---------------------|-------------------------|------------------------------|---------------|---------------------|
| | (A) Number Enrolled | (B) Number Tested | % | (C) Met* | | (E) Proficient | (F) Percent Proficient | (G) Target | (H) Met AMO** | (I) Proficient | (J) Percent Proficient | (K) Target | (L) Met AMO** |
| All Students | 88 | 88 | 100.0% | Yes | 83 | 78 | 94.0% | 66.4% | Yes | 67 | 80.7% | 54.0% | Yes |
| AF AM | <5 | <5 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| AKNA/AI | <5 | <5 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| Asian/NH /OPI | <5 | <5 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| White | 79 | 79 | 100.0% | Yes | 75 | 72 | 96.0% | 65.9% | Yes | 62 | 82.7% | 53.4% | Yes |
| Hispanic | <5 | <5 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| ME | <5 | <5 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| EDS | 5 | 5 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| SWD | 9 | 9 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| LEP | 10 | 10 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |

Attendance Rate: Met

93.5% (Threshold is 85.0%)

2008-09 SBA Results Compared for Rilke Schule Charter School, District and State



*Science was administered for grades 4, 8 and 10 on the SBA; the first year of administration was 2007-08
** Results cannot be published

Anchorage School District
 Equal Employment Opportunity Office

ASD Statement of Nondiscrimination

Note:

This statement in its entirety must be placed in all school newsletters twice each school year. This statement must also be posted in each school, unit and department in the District. Posters are available from the EEO Office.

The Anchorage School Board is committed to a policy of nondiscrimination on the basis of race, religion, sex, age, national origin, economic status, handicap, and other human differences protected by law. No person shall be excluded from participation in, or denied the benefits of educational opportunities and services, academic or extracurricular, offered by the District.

It is the policy of the District to comply with the statutes, regulations and executive orders enforced by Federal, State, and Municipal agencies, including but not limited to Executive Order 11246, Title 41, part 60-1, 60-2, 60-3, 60-20, Title VI and VII of the 1964 Civil Rights Act, and Title IX of the Education Amendments Act of 1972, and Section 504. The Anchorage School District believes strongly that a learning environment must be structured to reflect diverse cultural traditions and contributions. Furthermore, the Anchorage School District values diversity among students and staff and believes that all students and staff have the right to participate in school activities free from prejudice. The Anchorage School District has zero tolerance for any behaviors that ridicule, harass, intimidate, or otherwise threaten students, staff and community members on school campus or at school activities. Individual and/or groups are in violation of this policy if they:

- **Make demeaning remarks directly or indirectly, such as name-calling, racial slurs or "jokes"; or**
- **Physically threaten or harm an individual; or**
- **Display visual or written materials or deface, damage, or destroy property or materials; or**
- **Perform any other act that is clearly discriminatory or harassing in nature;**

because of the person's race, creed, gender, national origin, age, language spoken, ability, disability, marital status, political or religious beliefs, physical or mental condition, family, social, or cultural background, or sexual orientation.

Students or staff members who believe that they have been the subject of harassment and/or discriminatory behavior will report the incident immediately to the principal or department supervisor. Complaints regarding harassment/discriminatory behavior will be investigated immediately

Inquiries or complaints regarding any rights protected by law or policy may be addressed to the School District Equal Employment Opportunity Director, who serves as the Title IX Coordinator, ASD Education Center, 5530 E. Northern Lights Blvd. Anchorage, AK 99504-3135. (907) 742-4132 or to any of the following external agencies: Alaska State Commission for Human Rights, Anchorage Equal Rights Commission, Director of the Office for Civil Rights, Department of Education, Department of Health and Human Services.

Any student, staff or community member who violates on a school campus or at school activity this policy by engaging in conduct defined above that directly or indirectly causes intimidation, harassment or physical harm to another student or staff member will be subject to appropriate disciplinary action.

Anchorage School District
Anchorage, Alaska 99519-6614

LOTTERY APPLICATION FORM

Use one form per student applicant and return directly to the school to which you are applying

1. Applicant Information

Program and/or School Requested: _____

Student's Name: _____
Last First Middle

Student's Sex: Female _____ Male _____ Grade Level Requested _____ School Year Requested _____

Student's Birthdate: _____ / _____ / _____
Month Date Year

Where does your child attend school now? _____

2. Parent/Guardian Information (*may be released for "Waiting List Directory")

* Parent/Guardian Name: _____
Last First Middle

_____ Last First Middle

* Mailing Address: _____

Resident Address: (If different than mailing address, verification of address may be required, i.e., utility bill with residence address and name)

* Telephone: *Home _____ Work _____ Emergency _____

*(Parent/Guardian signature for release _____)

3. Sibling Information

Does the above applicant have a brother or sister currently in this program or school?

Yes _____ No _____

If yes, provide sibling name: _____
Last First Middle

_____ Last First Middle

Is there a sibling also applying on a separate application? Yes _____ No _____

What is the name? _____ Current Grade Level _____
Last First Middle

_____ Current Grade Level _____
Last First Middle

4. Parent/Guardian Statement

I understand that if no space is currently available for placement of the applicant, this application will be held for inclusion in the next lottery process for the program/school requested. I have been given a copy of the Open Enrollment-Lottery Procedure and a description of the program for which this application is being submitted. I realize, too, that this application does not guarantee admission to the program/school and that the lottery procedure will place the applicant's name on a wait list for the program/school. I understand that if I wish to enter any other school or program, under the open enrollment policy it is my responsibility to file additional applications at those schools.

Parent/Guardian Signature: _____ Date: _____

5. School Use Only

Date this application received: _____ / _____ / _____ Administrative Signature: _____
Month Date Year

conducted, the lottery school should review the applications of selected students to determine if any student receives special education services or accommodations.

- Prior to the first day of school, staff will secure a copy of the students' current IEP or 504 Plan from the student's last school of record or the special education records office.
- Special education personnel of the lottery school should review the IEP to determine whether services required in the IEP can provide at the school and to ensure that appropriate staff and services will be in place.
- If necessary or appropriate, the special education personnel should arrange a timely IEP meeting to include representative(s) of the student's last IEP team who are knowledgeable of the student's program. The IEP team should conduct a thorough review of the student's IEP to determine whether all goals can be addressed in the proposed setting and how services would be provided. The team should consider whether the student's individual learning needs can be effectively addressed by the methodology, curriculum and materials available at the proposed school. The team should also revise the IEP to reflect the educational environment of the alternative or charter schools.

Determination

If it is determined that the lottery school can provide an appropriate educational program with adequate support for the student, the decision should be documented in an IEP amendment or Prior Written Notice which reflects any changes that the team deems appropriate.

If it is determined that the lottery school cannot adequately address the needs of the student the decision should be disclosed to the parent at the meeting and documented in a Prior Written Notice. Notice to the parent should include a copy of the Procedural Safeguards.

Appeal Process

Appeals should be made in writing and presented to the Principal of the lottery school or a Supervisor of Special Education. The parents shall also be notified of their right to request a due process hearing, including mediation, or to file a complaint with the Department of Education and Early Development regarding the decision.

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

MEMORANDUM

DATE, August 7, 2009

TO: ADMINISTRATORS, SPECIAL EDUCATION AND RELATED SERVICES STAFF AND TEACHERS

FROM: JERRY SJOY ANCHER, EXECUTIVE DIRECTOR
SPECIAL EDUCATION

SUBJECT: LOTTERY SCHOOL ADMISSION PROCEDURES FOR SPECIAL EDUCATION STUDENTS

All students of the Anchorage School District may apply for entry into alternative, optional, and charter schools of the district. The district utilizes a lottery system to provide an equal opportunity for students who request participation in a program or school other than at their neighborhood school. Approval or denial is based on space availability and grade-level balance. If the number of applications exceeds the number of available spots for a particular program, a lottery is used to fill the openings. Lotteries are held two times a year.

Special education services are available to all students attending alternative, optional and charter schools of the district; however, not all resources and services available in neighborhood schools are necessarily available in each lottery school. When a special education student is considered for a position in one of these schools, it is critical that a review of the student's Individualized Education Plan (IEP) be conducted to determine whether the district is able to provide a free appropriate public education for the student in the new school setting.

Review Procedure

The following procedure should be followed for students with disabilities considering enrollment in an alternative, optional, or charter school of the Anchorage School District.

- The student/parent should submit a lottery or application form according to the guidelines of the school of choice. Once the lottery has been

332.3 Lottery Procedures - Open Enrollment

a. Purpose

(1) To provide an equal opportunity for all students who request participation in one of the Anchorage School District's programs or schools other than the assigned District program or school and to provide grade level and gender balance. No student shall be denied participation because of a physical, mental, or learning disability, or special need.

b. Responsibilities

(1) Standard Schools

Requests for registration shall be made through the Attendance Zone Exemption Application process. Approval or denial shall be based on the school's total space availability and the achievement of gender and grade level balance.

(2) Alternative Schools/Programs

To promote equal educational opportunities for all students, it is the goal of the school system to provide all interested students with a fair opportunity for access to alternative schools/programs. To carry out this goal, the Superintendent or designee should assist each alternative school/program in developing equitable recruitment strategies and to recruit a pool of applicants which reflects the diversity of the school system as a whole.

Administrators of each alternative school/program will inform the parents and students on the wait list of openings as they occur and will require an information session. An "alternative school/program" is defined as: 1) an optional program and/or charter school, or 2) the K-12 language immersion programs. All parents and students are required to attend an information session prior to enrollment when appropriate. For primary grades, the parent information session may not be appropriate for their attendance. These sessions will be designated to familiarize the parents and students with the new school or program and to identify the student's needs. Approval or denial shall be based on the school's/program's total space availability; and the grade level of the applicant (to ensure grade level balance); and consideration given to the promotion of gender balance.

Each year, the Superintendent or designee shall assess the extent to which each alternative school's/program's enrollment reflects the diversity of the school system as a whole. Based on this analysis, the Superintendent or designee may set recruitment goals for groups that are underrepresented in alternative schools/programs. "Recruitment" may include efforts such as targeted mailings, but shall not create any priority or preference for admission.

c. How to Apply

(1) Standard Schools

Parents of children requesting an Attendance Zone Exemption to another standard school outside their assigned attendance area will complete an Attendance Zone Exemption form and submit it to the building administrator. If no space is available, the request will be held for inclusion in the next Lottery Process for that school. The parent must submit a completed Lottery Application form at the time of the request. If space is available, approval will be based on space availability, grade level, gender balance, and reasons stated

on the request.

(2) Alternative Schools/Programs

Parents of children requesting entrance into an alternative school or program must complete and return an application on the approved Lottery Application form to the administrator in charge of the alternative school/program of their choosing.

All applications received prior to the designated lottery date will be entered in the next available lottery. The building administrator will keep a copy of the applications on file in the school office. Information available to the Alternative Program Advisory Committee is the standard lottery application form and student generated writing sample. At the time of the application, parents are given a copy of the Open Enrollment Lottery Procedures. In addition, at the time of application, parents should be given any available written information regarding program philosophy, program goals, and parental and student commitments that are a part of the particular alternative program guidelines.

Any required orientations, information sessions, or visits should be explained to the parents at the time applications are submitted.

At the time of approval for entrance into the alternative school, the parents will complete an Attendance Zone Exemption form.

Parents must give written permission to share their name, address, and phone number in a "waiting list directory" in order to facilitate communication among parents. This information will be kept at the individual schools as well as at the offices of the appropriate Instructional Division Executive Director and the Assistant Superintendent for Instruction.

d. Time Period for Lotteries

The administrator of the school/program will conduct two (2) lotteries annually for all schools if the applications received to attend any school or program exceed the available openings at that school or program.

(1) Schedule for Lotteries No later than five months prior to each of the spring and fall lotteries, the superintendent will establish the date of the lottery and deadline for application and will ensure these dates are published.

a) The spring lottery will be held during the last two weeks of March.

b) The fall lottery will be held the week prior to fall registration.

c) Additional lotteries may be held if needed.

e. Priorities - The following priorities apply only to the drawing process for placement on a wait list. The priorities do not guarantee placement in the desired school or program.

(1) Siblings within that specific alternative school/program and attendance area children will have the same priority.

(2) Districtwide

(3) The building administrators may preempt the process with the approval of the appropriate Instructional Division Executive Director for the following reasons:

a) Grade level balance.
b) Documented hardship (extenuating circumstances, medical, safety, psychological, or curriculum considerations).
c) The achievement of gender balance.

f. Drawing Process
(1) All drawings will be by grade levels K-12. Grade levels are drawn first to determine draw order for the lottery.

(2) When a student's name is drawn, it is placed on the appropriate schools' waiting list in numerical order.

(3) Students will be enrolled in the standard school or alternative school/program from the approved waiting list in numerical order.

(4) Students' parents must annually acknowledge their interest in remaining on a school's/program's waiting list by notifying the principal/designee of their interest. Future drawings will add to the approved list. Student's remaining on a waiting list will retain their place on the list; the grade level list will move up a grade annually.

(5) Pre-kindergarten students are eligible for the lottery only in March preceding eligibility for school entrance and if the program begins in kindergarten. The first lottery for which pre-kindergarten students will be eligible will be the one in March preceding their intended enrollment. For example, for kindergarten students for the 200X-200Y school year, the first eligible lottery will be March 200X. Students wanting consideration for early entry to either kindergarten or first grade will be allowed to enter the lottery. Their space will be reserved pending approval by the Executive Director of Elementary Education or the Assistant Superintendent for Instruction until the fall lottery preceding their intended enrollment.

g. Continued Participation
Students who have been chosen to attend a school or program must register in that school or program within two (2) school days after notification. In the case of pre-kindergarten students, they will notify the school within the two-day period of their acceptance, but actual registration will take place during the normal kindergarten registration period in August of each year. Those students who do not enroll within the designated period will be withdrawn from the waiting list and they must reapply if they wish to attend. If an attempt to contact a parent/guardian to offer a space to a waiting list student is not successful, the student will remain on the list through the next lottery period. If an attempt to contact a parent/guardian is again unsuccessful during the next lottery period, the student will be removed from the waiting list. If students are already in the program and are withdrawn for any reason, they must follow the lottery procedures if there is a waiting list. Positions may not be reserved because of a student's withdrawal from the program. No student will be allowed to accept a place in more than one program at the same time. All schools will turn in their waiting lists to the appropriate Instructional Division Executive Director and the Assistant Superintendent for Instruction within five (5) days of each lottery.

h. The Lottery Process
(1) All new applications will be held without priority ranking numbers between scheduled lotteries.

(2) At lottery time, the initial step will be the drawing for position according to grade level. The lottery will then proceed as follows:

a) Draw grade levels to determine order of the drawing;

b) Draw siblings and attendance area children if applicable to the school/program;

c) Draw Districtwide applications.

(3) Siblings and attendance area (if there is an attendance area) names will be drawn and assigned the lowest available waiting list numbers. Where families have more than one child, the lowest available number will be assigned simultaneously to each grade level. To be eligible under this section, the sibling must be on the rolls for the school/program at the time the other entering sibling is enrolled.

(4) Names of children from the rest of the District will be drawn second and assigned waiting list numbers in sequence behind siblings and attendance area children's names.

(5) After each lottery, families will be notified of their status on the list and advised that they must notify the principal/designee if they wish to remain on the list. At that time they should provide updated information (address, telephone number, etc.) if necessary.

i. Waiting List
(1) The names will be entered into the waiting list two (2) times each year in March/April and August of each year for grades K-12 after the scheduled lottery is held. A copy of the list will be forwarded to either Elementary, Middle Level, or Secondary Education and the Assistant Superintendent for Instruction. The Assistant Superintendent for Instruction will compile a listing of all students on wait lists and will include a listing of each program for which the student has applied.

(2) Names will be numbered consecutively within each grade level based on the lottery draw.

(3) An indication will be made after the last number entered from each lottery so that it will be possible to determine which names were entered from every lottery (i.e., Spring 200X; Fall 200X, etc.)

(4) Students will be enrolled in the school/program from the approved waiting lists in numerical order unless the administrator preempts the waiting list to ensure gender balance as stated in the criteria description below, or for documented hardship. As openings occur in a particular grade level, the parents of the next student on the waiting list will be notified of the opening and must accept or reject the school/program within two (2) school days. Registration should occur as soon as possible after that date but no later than five (5) days after acceptance.

(5) When an opening occurs and no names remain on the waiting list, a special lottery will be held for that grade level only after soliciting for interest from students in the school and/or the District.

j. Criteria
(1) Space availability will be determined by weighing the following factors:

a) Overall program capacity as established by the District for zone exemptions and

enrollment of the school; and

b) Grade level and individual classroom enrollments must be balanced within the program and school. The classroom and grade level restrictions that may be applied are the standard pupil teacher ratios for the coming school year.

(2) Gender Balance

In order to provide gender balance, the administrator shall preempt the waiting list if more than two-thirds (2/3) of the class is of one gender in order to ensure a minimum of two-thirds (2/3) to one-third (1/3) gender ratio.

k. Preemption Policy

(1) The administrator shall preempt the lottery procedure in the interest of achieving gender balance within a school or program. For purposes of this policy, gender classifications are (1) female and (2) male. Gender imbalance occurs when the student body in a particular school or program has more than 2/3 of either gender.

(2) The procedure for preemption the normal lottery process is as follows:

a) When a gender imbalance exists or would exist without preemption in a grade level at the time of the lottery, the administrator will fill the available spaces in the grade level by taking the numerically lowest ranking students of the minority gender until the occurrence of one of the following:

1) gender balance is achieved; or

2) all spaces in the grade level are filled.

(3) After balance is achieved, the administrator will fill the remaining available spaces in the grade level by following normal lottery procedures.

(4) The preemption policy becomes effective only when a gender imbalance exists in a grade level.

(Section 332.3 - Approved April 9, 1984; Revised October 11, 1993; Revised February 28, 1994; Revised October 30, 1995; Revised March 3, 2003; Revised January 9, 2006; Revised October 8, 2007; Revised November 12, 2007)

Rilke Schule: From Idea ...

In March 2006, veteran German teacher Jo Sanders made the daring proposition to create a German semi-immersion charter school in Anchorage. A core group of like-minded people went to work and 18 months later, on August 22, 2007, Rilke Schule German School of Arts and Sciences opened its doors as Alaska's first foreign language charter school.

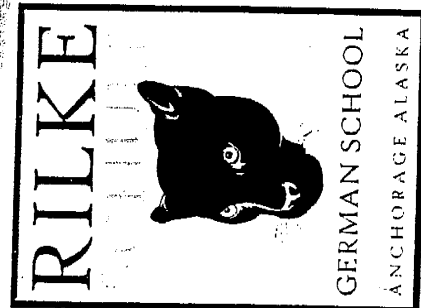
Rilke Schule is a semi-immersion German school, where students are taught half of the school day in English and the other half in German. The school spans elementary and middle school (Kindergarten through 8th grade), which allows middle school graduates to transition seamlessly into well-established high school German programs across Anchorage and Eagle River.

Unlike traditional programs that are governed by the Anchorage School District, Rilke Schule is governed by the Academic Policy Committee (APC), who in turn reports to ASD. It is similar to traditional neighborhood schools in most aspects; however, it is exempt from several public school requirements, and thus enjoys more freedom in areas such as curriculum and textbook selection.

Rilke Schule is closely aligned with the Anchorage School District's prescribed curriculum and the Alaska State Standards in all subjects except German. The standards for German are based on the National Foreign Language Standards, which include the Alaska and ASD world language standards.

Rilke Schule has a dress code intended to instill a sense of belonging and pride in the school and to eliminate any idea of competition in the matter of personal dress.

The school believes in "nurturing cultural curiosity and fostering lifelong learning." Thus, the Rilke Schule community tries to involve the whole family in school life through the celebration of traditional German cultural events, as well as conveniently scheduled adult German classes that invite parents to learn alongside their children.



Home of the Panthers

Freude am Lernen –
Joy of Learning

Parent Handbook

650 W. International Airport Rd.
Anchorage, AK 99518

Phone: 907-742-7455
Fax: 907-742-7456

www.rilkeschule.org
info@rilkeschule.org

... to Opening

One of the school's guiding mission principles is to instill respect for the diversity of humankind and we strive to attract a diverse student population.

Rilke Schule teachers have received diverse training on immersion teaching methods. Teachers are being sent to immersion conferences and intensive language classes on a rotating basis.

Students are encouraged to develop pen pal relationships with students from our two German partner schools, and upper grade students may participate in an annual exchange program.

Cultural Celebrations

Rilke Schule makes every effort to celebrate the most important cultural holidays of the German-speaking countries. We have already established some traditions:

- The annual St. Martin Lantern Walk and Coat Drive in early November
- A visit from Nikolaus and his helper Knecht Ruprecht to all the classrooms around December 6th
- A Fasching/Karneval costume celebration in early spring

As our school grows, we will incorporate more traditions and cultural celebrations into our program. These events solidify our students' understanding of the German culture, as they learn about the history of traditions, memorize associated songs and/or poems, craft related art projects, and get to experience and share these celebrations with their fellow students, Rilke Schule families, and the wider community.

Our Educational Standpoint

Mission

Rilke Schule German School of Arts & Sciences is a K through 8 school that provides an outstanding education focused on high academic achievement by engaging each child through an enriched language curriculum taught primarily in German.

Vision

Our teaching focus is on language, arts, and sciences, fostering creative expression through drama, arts, music, and sports. With the support of parents and the extended family, our school creates a community, which is immersed in the German culture and promotes international awareness. Our school nurtures a child's natural curiosity and cultivates life-long learning.

We believe in:

- **Multilingualism:** Multilingualism is the norm in most of the World and we believe that children who know more than one language will be better prepared for life in the 21st century.
- **World Citizenship:** By exposing our students and their families to and immersing them in a new culture, we will promote informed, active, and responsible world citizenship.
- **Respect:** We believe that all children learn best when they are known and understood as individuals. Each child at our school will be accepted and challenged in the manner that is most appropriate for them. We instill respect for the diversity of humankind by applying a social curriculum that is as important as the academic curriculum. This will include manners and etiquette.

Rilke Schule Goals

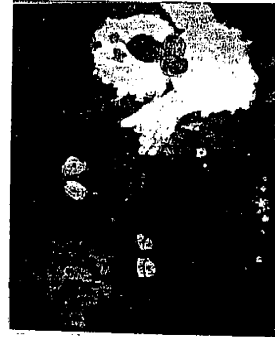
1. Students will learn to speak German fluently and will have a deep understanding of heritage, cultural norms and customs of German-speaking countries and use German to acquire knowledge not available to them in English.
2. Community Service – each child will actively be involved in the community to learn that helping others is part of being a responsible world citizen.
3. The school will have a financial plan to assure sustainability.
4. Students will have pen pals and e-mail pals in German-speaking countries. Regular exchange trips to partner school(s) will be made and the school will host students from partner school(s).
5. Every family will be expected to fulfill a volunteer commitment of at least 4 hours per month to help the school with various needs. Families will also be involved in joint projects, field trips, festivals, performances, and similar activities.
6. Traditional holidays and festivals of the German-speaking countries will be celebrated.
7. The curriculum will meet the Content Standards for Alaskan Schools in all areas.
8. Performance standards in each subject area will be evaluated regularly in order to ensure continuity and effectiveness.
9. Students performing below 'proficient standards' may be offered tutoring for German and/or English subjects.



- **Challenges:** We believe that children rise to academic challenges that are developmentally appropriate. We are committed to providing a learning environment that teaches and expects students to do the best work of which each student is capable.
- **Involvement:** We believe that at the heart of every vibrant school are involved parents, extended families, and the local communities. Board members, faculty, and families share in the daily tasks and long-term planning that comprise the ongoing functions of the school.
- **Healthy Lifestyle:** We practice healthy living through nutritious eating and regular exercise in school.
- **Sustainability:** We are committed to the policy of "reduce, recycle, reuse."



10. The school, its faculty and staff will collaborate with other learning entities to enrich the school life. We will work with ASD German faculty to develop an excellent German high school program to provide our students with an opportunity to continue their advanced German studies beyond 8th grade. We will work with members of the German government, the Goethe Institute and the American Association of Teachers of German to provide pre-service and in-service staff development.
11. Professional development and additional staff training will be emphasized during in-services, as well as on other special occasions.
12. Parents will be continually informed about student progress and school events through: newsletters, website, notes sent home, phone calls or e-mails from teachers, regular and special parent conferences, and the use of student portfolios
13. Staff will be given the opportunity to improve their German through seminars in German-speaking countries.
14. Based on interest, the school will provide before and after school enrichment programs, such as music, drama, sports, travel, and homework club.
15. The school will maintain an active recycling program and will participate in local, national, and international ecological and conservation projects.
16. If demand exists, German classes will be offered in the evenings for interested parents and community members.



Rilke Schule art work

Schools: Partners for the Future

Rilke Schule receives €15,000 from German Government



German Federal Foreign Minister Frank-Walter Steinmeier has launched the "Schools: Partners for the Future" Initiative ("Schulen: Partner der Zukunft"; short PASCH). Its goal is to build a worldwide network of at least 1,000 partner schools through which to awaken young people's interest in and enthusiasm for modern-day Germany and German society.

An additional 45 million Euro have been earmarked for the initiative in 2008, which is coordinated by the Federal Foreign Office and implemented in cooperation with the Central Agency for Schools Abroad, the Goethe-Institut, the Educational Exchange Service of the Standing Conference of the Ministers of Education and Cultural Affairs of the states in the Federal Republic of Germany and the German Academic Exchange Service.

The initiative plans to support many schools with a broad range of services to extend young people's skills, preparing them for study in Germany and a subsequent career.

The number of full grants for study in Germany is to be doubled for graduates of German schools abroad and partner schools. The international award program will allow even more pupils from abroad to experience Germany first hand for several weeks.

Rilke Schule is a member of the PASCH Initiative and has also been recognized by the German government as a German Immersion School Abroad. The school receives annual financial support from the German government.

Rilke Schule Verein (RSV)

The Rilke Schule Verein is the parent, teacher, community organization (PTO) supporting the Rilke Schule. Verein is the German word for: association, club, union or society. The Verein is a non-profit corporation that is legally separated from the school.

The Rilke Schule Verein has the following Goals:

- **Recruit Students**
Financial support from the state is based on the number of enrolled students. In order for the school to meet its budget, the target number of students has to be recruited and maintained. Fewer students means reduced financial support and a weaker school.
- **Coordinate Volunteers**
Even with state funding, the needs of charter schools extend beyond the money provided by the state. Strong charter and optional schools rely on the support of parents, family members and community members. Volunteers provide many educational benefits and enrichment opportunities to the students of the school. Supporting the teachers and administration extends their ability to teach our children.
- **Raise Funds**
Every school has needs that are not met by state, local and federal funding. This is especially true in charter schools where the school must pay for its own facilities. Supplemental fundraising can pay for equipment, supplies, faculty, training, professional development, enrichment programs, special events and more. The more money raised, the more and better opportunities for our children.

For more information about the RSV, please visit

<http://rilkeschule.wikispaces.com/>

Frequently Asked Questions:

Choosing a school for your child is a difficult and involved decision. With so many alternatives available, parents are often left with many questions and feeling rather overwhelmed. We hope that this section will help you with this process and answer most of your questions. Please contact us if we can be of any further assistance.

What is a Charter School?

Charter schools are non-sectarian, tuition-free public schools that operate within the district under contract with the school board. Charter schools offer alternative teaching methods or curricula and more independence than regular public schools. They are usually started by parents, teachers, and/or community members who apply to the Alaska Department of Education for a "charter," which defines the school's specific mission and goals, and how these goals will be measured. Charter schools are accountable to their sponsors, parents and families, the state, and the public for achieving measurable results in student achievement and for implementing fiscally sound management.

What is an Immersion Program?

Immersion schooling differs from traditional instructional approaches, in which foreign languages are taught as separate subjects. In this program children are "immersed" in the language for half of the school day. English-speaking children learn to understand, speak, read and write German by hearing and using it continually during normal classroom activities. Care is taken to ease students into the new language and to ensure comprehension. Progress and performance are carefully measured.

Questions

German Immersion – How does it work?

Students will learn to speak German fluently and will have a deep understanding of heritage, cultural norms and customs of German-speaking countries. Our non-German speaking staff will have the opportunity of acquiring German skills to support the immersion in all phases of school life.

Our immersion program encompasses a half-day of instruction in German in the subjects of reading, writing and language arts, math, and a combination of science, health and social studies (Sachkunde). The other half of the day will be subjects taught in English, especially reading, writing and language arts.

Until the school has reached full immersion status in 2013, which is when the first complete immersion class reaches 8th grade, the school reserves the right to modify the amount of German immersion in the upper grades (currently grades 3-8) to accommodate the educational needs of our students.

Physical activity and sportsmanship are emphasized both in P.E. and in after-school activities. Students have pen pals/e-mail pals at one or more partner schools in German-speaking countries and student exchange trips are arranged on a regular basis.

Will my child's English language acquisition suffer?

NO! Research consistently finds that the immersion experience actually enhances English language development over time. Immersion students who complete a full program perform better than non-immersion students on almost every academic measure available. Immersion education is enriching in every area of academic study and will give your child the advantage of becoming bilingual as well. Over three decades of studies consistently show that immersion students achieve as well as or better than non-immersion peers on standardized measures of verbal and mathematics skills administered in English.

Questions...

Why should my child learn a foreign language?

Scientific research has shown that foreign language learning increases achievement in basic skills such as communication and listening. It enhances brain development and memory, improves understanding of the student's native language, and gives a new perspective and understanding of language. Furthermore, it promotes awareness, appreciation, and acceptance of other peoples and cultures and prepares students to participate more fully in the global community and marketplace. Immersion students become more flexible thinkers and exhibit greater nonverbal problem-solving abilities. Many studies have consistently found that immersion students do as well or even better than non-immersion students on standardized tests.

Why should my child learn a foreign language so early?

Brain research has shown that for greatest accuracy and excellent pronunciation, foreign language learning must begin before the age of ten. Children use what they learn in one language to reinforce concepts and terms they've learned in the other.

Why German?

- One in four Americans is of German descent. There is a rich history of Germans in America and in Alaska. More than 1,100 companies in German-speaking countries have subsidiaries in the United States and over 750 American companies do business in German-speaking countries.
- German and English are the primary business languages of the European economies.
- German is the most frequently recommended language by U.S. universities. Over 60,000 German-speaking tourists visit Alaska each summer, creating a demand for Alaskans who are comfortable in that language.

Questions...

- According to the 2000 U.S. Census, one of every six Alaskans claims to be of German ancestry; about 45,000 live in the metropolitan area of Anchorage; 1,100 were born in Germany.
- German has proven to be a language of high interest in Alaska. Alaska has the second highest percentage of students learning German in the United States, after Pennsylvania. Every high school in Anchorage has a solid German program and local students and teachers have won national honors, including free trips to Germany. The University of Alaska now offers a major in German, so students can now continue their education in their home state.
- Germany has provided a rich literary, musical, scientific and political legacy for the evolution of Western Civilization.
- Ten percent of the books published in the world are in German. Mastery of German provides insights into German literature, science, history and culture, which cannot be obtained in translation.

Nobody at home speaks German --

Is this a disadvantage?

No, it is expected that the majority of students come from English-speaking households. The immersion program is designed to teach children who don't have any prior German language knowledge. After-school tutoring and homework help may be offered if a student needs some extra assistance. Since the entire school will be immersed in the German culture, students will have plenty of opportunity to hone their German skills outside of the classroom. For parents who are interested in learning German alongside their children, adult German classes are offered in the evenings.

Questions...

What can the parent do to support the child's learning experience?

- Read with your kids daily, no matter in which language.
- Become involved in your child's school life (join the Rilke Schule Verein, volunteer at the school, go on field trips, participate in school festivities, etc.).
- Get to know your child's teachers.
- Encourage, but do not force your child to speak German; be patient, it will happen in time.
- Expose your child to German outside of the school setting (videos, books, clubs etc.).
- Let your child know how proud you are that s/he is learning German.

When will my child be fluent in German?

Learning a foreign language is a long-term commitment. While listening and reading skills will be comparable to those of native speakers of the same age after 2 – 3 years, speaking and writing skills will develop more gradually. When your child leaves Rilke Schule after 8th grade, s/he will have a close to native-like speaker ability.

What is the minimum age for attending?

According to the ASD Policy Handbook, Section 440.1 Minimum Age: Any child who is six years of age or who will become six years of age on or before September 1 of the school year shall be considered a child of school age, except that a child who will become five years of age on or before September 1 of the school year can be received into kindergarten. ASD no longer provides testing to allow early entrance into kindergarten.

Questions...

Are there any school fees?

A Supplemental Resource and Activity fee of \$100 (\$90.00 for additional children) goes toward special school supplies, such as art and sciences and specialized German materials. See also under "Policies".

I heard there is a school uniform. Is that true?

There is a dress code, consisting basically of collared shirts or blouses (such as polo shirts) and solid, muted-colored pants, skirts, jumpers, skorts or shorts.

Do you have a before-/after-school program?

Yes, we do. The school enrichment activities depend on demand and the availability of teachers or programs. Examples include Rilke Schule Band, Drama Club, Homework Club, Travel Club and Sport Activities.

Other before and after care options are available through organizations who are partnering with Rilke Schule and families must contact them directly to participate. Please check our website for current programs.

If you have any other questions or would like to schedule a school tour, we encourage you to give us a call. We will gladly provide you with any information or show our school to you.

Tel: 907-742-7455

Policies at Rilke Schule

The following paragraphs represent the most important policies. Some are abbreviated due to space constraints. Please contact us for a full copy.

Admission

Admission to Rilke Schule is by lottery. Mandatory lotteries are held in March and August of each year. Please contact the school or check our website for dates and times. Siblings of attending students must participate in the lottery process to be admitted, but are given preference. The lottery application form is available online at: www.rilkeschule.org or on the ASD website www.asd.k12.ak.us/.

Completed lottery forms can be faxed to 742-7456, e-mailed to info@rilkeschule.org, or mailed to:

Rilke Schule
650 W. International Airport Road
Anchorage, AK 99518

Rilke Schule German School of Arts and Sciences is a "school of choice" for ASD students, and each student must comply with the school rules and standards.

School Fees

A Supplemental Resource and Activity fee of \$100 (\$90.00 for additional children) goes toward special school supplies, such as art, science and, most importantly, specialized German materials, which differ from class to class. For example, Kindergarteners get a Schultüte, the second graders get a Federmappe, the upper grades get fountain pens and ink, etc.

Policies

Curriculum

Rilke Schule is closely aligned with the Anchorage School District's prescribed curriculum and meets the Alaska State Standards in all subjects except German. The standards for German are based on the National Foreign Language Standards, which include the Alaska and ASD world language standards.

Assessment & Grading

We are pleased to announce that *Rilke Schule* passed the mandatory Adequate Yearly Progress (AYP) with 97% for the 2007/08 school year.

Each student's math and language arts skills are assessed to determine proper academic individualization within the program. Students are assessed regularly, using both oral and written assessment tools provided by textbook publishers, as well as specifically developed for Language Arts at *Rilke Schule*.

Standardized tests are administered as per ASD requirements. The staff and the APC review the overall results of both the standardized tests and the German assessments to determine how the program can be improved.

The kindergarten report cards are in narrative style from both the German and English instructors. All other grades receive report cards with the following German grading system, while also showing the American equivalents:

| | |
|------------------|-----------------|
| 1 = A+ 98 - 100% | 2 = A 92 - 97 % |
| 3 = B 84 - 91% | 4 = C 72 - 83% |
| 5 = D 62 - 71% | 6 = F below 62% |

Policies continued

Calendar

Rilke Schule German School of Arts and Sciences follows the ASD school calendar regarding holidays. School days are from 8:15 am until 2:45 pm Monday through Friday. Before- and after-school activities are offered on all school days for a fee.

Nondiscrimination Policy

Enrollment policies, access to curriculum, services and activities of the program are non-discriminatory with regard to religion, language, physical handicap, or national origin of children and their parents. The *Rilke Schule German School of Arts and Sciences* will adopt the code of conduct of the ASD, as well as the following statement of non-discrimination from the Anchorage School District:

"The Anchorage School Board is committed to a policy of nondiscrimination on the basis of race, religion, sex, age, national origin, economic status, handicap, and other human differences protected by law. No person shall be excluded from participation in, or denied the benefits of educational opportunities and services, academic or extracurricular, offered by the District." Source: <http://www.asdk12.org/depts/eeo/hnds.asp> for more detailed information.

Food Service

Students bring their own lunches and eat in either their classrooms or a multi-purpose room at the charter school. *Rilke Schule* advocates and promotes a healthy food policy. No candy, cookies, cake, puddings, other sugary food or fried chips are allowed in lunches or snacks. Milk, 100% fruit juice, and water are allowed; no soda pops.

Policies...

Transportation

Parents or guardians of students shall be responsible for the timely transportation to and from school. The Rilke Schule Verein encourages families to car pool and have started a car pool map outside our nurse's office to facilitate the match-up of families living in the same area of town.

Dress Code

The school dress code is intended to instill a sense of belonging and pride in the school and to eliminate any idea of competition in the matter of personal dress. We believe that dressing according to the code shows respect for the school community, fosters a sense of teamwork, and mitigates the influence of materialism in our school. Students must wear collared shirts, solid-colored sweaters and muted solid-colored bottoms. Please check our website for detailed dress code guidelines.

Student-Teacher Ratio

The ideal student-teacher ratio for Rilke Schule classes are 20 students in grades K and 1, and 25 students in grades 2 through 8. While we strive not to exceed these numbers, exceptions are made to balance overall enrollment numbers and to accommodate sibling placements.

Websites of Interest

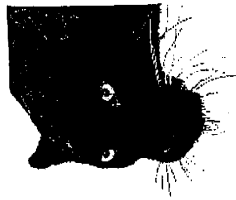
- Dictionary:
<http://www.leo.org>
 - Goethe Institut
<http://www.goethe.de>
 - German Embassy in Washington, DC
<http://www.germany-info.org/relaunch/index.html>
 - German radio
<http://www.surfmusik.de>
 - German Food
<http://www.germandeli.com/>
 - <http://www.germancorner.com/>
 - German Books (children and adults)
<http://www.amazon.de>
- Amazon Germany will ship any number of books, CDs, DVDs, games for €14 to Alaska.
- About Germany
<http://www.aboutgermany.com>
 - **Children websites**
 - Hamsterkiste
<http://www.gbiu.de/Hamsterkiste/index.html>
 - Young Germany
<http://www.young-germany.de/>
 - Märchen der Brüder Grimm
<http://www.udoklinger.de/Deutsch/Grimm/Inhalt4.htm>
 - Zzebra
<http://www.labbe.de/zzebra/index.asp>

How did Rilke Schule get its name?



he is school is named after Rainer Maria Rilke, who was born René Karl Wilhelm Johann Josef Maria Rilke in 1875 in Prague, Bohemia and died 1926 in Switzerland. He is considered one of the German language's greatest 20th century poets and writers. He wrote in both verse and a highly lyrical prose. His poetic style was rich and supple, varying from simple to the elaborate and profound. Rilke has been attributed with transforming the German language into a poetic language with his dense, lyrical style, and his startling images that portray the complexities of modern life and their effects on the sensitive human being. Rilke's poetry is generally characterized by striking visual imagery and musicality. His poetry and writing was greatly influenced by his wandering life among literary people as well as his travels, notably by trips to Russia, Italy, North Africa, and elsewhere. He was a superb and prolific letter writer. Rilke's reputation has ascended to great heights since his death. Most of his work has been translated.

The school's mascot is a panther in reference to Rilke's poem 'Der Panther' (The Panther) – see back page for the German poem and an English version of it.



Der Panther Im Jardin des Plantes, Paris

Sein Blick ist vom Vorübergehn der Stäbe
so müd geworden, daß er nichts mehr hält.
Ihm ist, als ob es tausend Stäbe gäbe
und hinter tausend Stäben keine Welt.

Der weiche Gang geschmeidig starker Schritte,
der sich im allerkleinsten Kreise dreht,
ist wie ein Tanz von Kraft um eine Mitte,
in der betäubt ein großer Wille steht

Nur manchmal schiebt der Vorhang der Pupille
sich lautlos auf –. Dann geht ein Bild hinein,
geht durch der Glieder angespannte Stille –
und hört im Herzen auf zu sein. –

Rainer Maria Rilke

The Panther Jardin des Plantes, Paris

His vision from the passing of the bars
is grown so weary that it holds no more.

To him it seems there are a thousand bars and behind a
thousand bars no world.

The padding gait of flexibly strong strides,
that in the very smallest circle turns,
is like a dance of strength around a center
in which stupefied a great will stands.

Only sometimes the curtain of the pupil
soundlessly parts –. Then an image enters,
goes through the tensioned stillness of the limbs –
and in the heart ceases to be. –

Rainer Maria Rilke

Trends in Student Mobility
Rilke Schule 2008 - 2009

| Students enrolled 10/30/2008 | Students enrolled 5/21/2009 | Net student difference |
|---------------------------------|--------------------------------|------------------------|
| 210 | 201 | (-)9 |

APPENDIX M

| | | | | | | |
|------|---------------------------------------|---------------------|--|-------------|-------------|-------------|
| 1201 | Administrative Positions | \$ 51,712 | | \$ - | \$ - | \$ - |
| 1211 | Extra Help | \$ 1,000 | | \$ - | \$ - | \$ - |
| 1231 | Teacher Assistants | \$ 39,038 | | \$ - | \$ - | \$ - |
| 1240 | Nurse | \$ 10,000 | | \$ - | \$ - | \$ - |
| 1300 | Administration | \$ 90,177 | | \$ - | \$ - | \$ - |
| 1310 | Teachers | \$ 873,786 | | \$ - | \$ - | \$ - |
| 1330 | Added Duty - Cert | \$ 4,500 | | \$ - | \$ - | \$ - |
| 1331 | Added Duty - Class | \$ 600 | | \$ - | \$ - | \$ - |
| 1350 | Added Days - Cert | \$ 4,000 | | \$ - | \$ - | \$ - |
| 1360 | Special Ed | \$ 32,083 | | \$ - | \$ - | \$ - |
| 1371 | Substitute Teachers | \$ 25,000 | | \$ - | \$ - | \$ - |
| 1380 | Personal Leave- Cert | \$ 15,500 | | \$ - | \$ - | \$ - |
| 1381 | Personal Leave - Class | \$ 2,265 | | \$ - | \$ - | \$ - |
| 1861 | Noon Duty | \$ 5,670 | | \$ - | \$ - | \$ - |
| | TOTAL Salaries | \$ 1,155,331 | | \$ - | \$ - | \$ - |
| 2100 | Group Life | \$ 2,357 | | \$ - | \$ - | \$ - |
| 2200 | Group Medical | \$ 297,360 | | \$ - | \$ - | \$ - |
| 2500 | Workers' Compensation | \$ 8,276 | | \$ - | \$ - | \$ - |
| 2550 | Unemployment Insurance | \$ 1,241 | | \$ - | \$ - | \$ - |
| 2600 | Social Security | \$ 10,469 | | \$ - | \$ - | \$ - |
| 2610 | Medicare | \$ 16,485 | | \$ - | \$ - | \$ - |
| 2700 | Certified Retirement | \$ 121,577 | | \$ - | \$ - | \$ - |
| 2701 | Incremental TRS Increase | \$ - | | \$ - | \$ - | \$ - |
| 2800 | Classified Retirement PER | \$ 30,183 | | \$ - | \$ - | \$ - |
| 2801 | Incremental PERS Increase | \$ - | | \$ - | \$ - | \$ - |
| | TOTAL Employee Benefits | \$ 487,948 | | \$ - | \$ - | \$ - |
| 3010 | Contract Services - Account | \$ - | | \$ - | \$ - | \$ - |
| 3030 | Contract Services - Instruct | \$ 10,000 | | \$ - | \$ - | \$ - |
| 3040 | ASD Chargebacks SPED, | \$ 12,000 | | \$ - | \$ - | \$ - |
| 3050 | Equipment Repair | \$ - | | \$ - | \$ - | \$ - |
| 3060 | Contracted Services Custodial | \$ - | | \$ - | \$ - | \$ - |
| 3080 | Contracted Services - Building | \$ - | | \$ - | \$ - | \$ - |
| 3090 | Foster Grandparent Program | \$ - | | \$ - | \$ - | \$ - |
| 3100 | Legal Fees | \$ 960 | | \$ - | \$ - | \$ - |
| 3130 | Field Trips | \$ - | | \$ - | \$ - | \$ - |
| 3200 | Lease, Custodial, Rednol | \$ 635,000 | | \$ - | \$ - | \$ - |
| 3210 | Rental Equipment - Printer | \$ - | | \$ - | \$ - | \$ - |
| 3220 | Contract Services - Copier | \$ 8,000 | | \$ - | \$ - | \$ - |
| 3230 | Advertising | \$ 1,000 | | \$ - | \$ - | \$ - |
| 3430 | In-District Mileage | \$ 2,300 | | \$ - | \$ - | \$ - |
| 3530 | Telephone | \$ 8,000 | | \$ - | \$ - | \$ - |
| 3600 | Travel | \$ 2,000 | | \$ - | \$ - | \$ - |
| 3610 | Registrations | \$ 1,000 | | \$ - | \$ - | \$ - |
| | TOTAL Purchased Services | \$ 680,260 | | \$ - | \$ - | \$ - |
| 4010 | Office Supplies | \$ 4,000 | | \$ - | \$ - | \$ - |
| 4020 | Text Books | \$ 5,000 | | \$ - | \$ - | \$ - |
| 4040 | Teaching Supplies | \$ 28,500 | | \$ - | \$ - | \$ - |
| 4040 | Software Annual Fees | \$ - | | \$ - | \$ - | \$ - |
| 4050 | Health Supplies | \$ 350 | | \$ - | \$ - | \$ - |
| 4060 | Meals/Food | \$ 500 | | \$ - | \$ - | \$ - |
| 4130 | Repair Parts | \$ - | | \$ - | \$ - | \$ - |
| 4200 | Custodial Supplies | \$ 500 | | \$ - | \$ - | \$ - |
| 4250 | Building/Ground Supplies | \$ - | | \$ - | \$ - | \$ - |
| | TOTAL Supplies & Materials | \$ 38,850 | | \$ - | \$ - | \$ - |
| 5400 | Expendable Equipment | \$ - | | \$ - | \$ - | \$ - |
| 5440 | New Equipment | \$ 1,747 | | \$ - | \$ - | \$ - |
| | TOTAL Capital Outlay | \$ 1,747 | | \$ - | \$ - | \$ - |
| 6070 | Liability Insurance | \$ 11,000 | | \$ - | \$ - | \$ - |
| | TOTAL Other | \$ 11,000 | | \$ - | \$ - | \$ - |
| | PROGRAM TOTAL | \$ 2,375,136 | | \$ - | \$ - | \$ - |

Surplus/(Deficit) \$ -
 Funding/student \$ 8,247
 Target Budget based on 288 student \$ 2,375,136

| | | | | | | |
|-------------------------------|----|-----------|----|-----------|----|---------|
| 4200 Custodial Supplies | \$ | 500 | \$ | 248 | \$ | 252 |
| 4230 Building/Ground Supplies | \$ | - | \$ | - | \$ | - |
| TOTAL Supplies & Material | \$ | 68,587 | \$ | 50,412 | \$ | 18,175 |
| 5400 Expendable Equipment | \$ | 19,030 | \$ | 10,976 | \$ | 8,054 |
| 5440 New Equipment | \$ | 5,430 | \$ | - | \$ | 5,430 |
| TOTAL Capital Outlay | \$ | 24,460 | \$ | 10,976 | \$ | 13,484 |
| 6070 Liability Insurance | \$ | 10,410 | \$ | 10,365 | \$ | 45 |
| TOTAL Other | \$ | 10,410 | \$ | 10,365 | \$ | 45 |
| PROGRAM TOTAL | \$ | 1,644,318 | \$ | 1,511,238 | \$ | 133,080 |

Over/(Under) \$
 Target Budget based on 183 student \$ 1,644,318
 Funding per student \$ 8,985

Started with 169 students, at the end of Count period RS had 183 students, finished with 161

| | | | | | | |
|-----------------------------------|----|---------|----|---------|----|--------|
| 1201 Administrative Positions | \$ | 38,009 | \$ | 32,676 | \$ | 5,333 |
| 1211 Extra Help | \$ | 12,775 | \$ | 9,708 | \$ | 3,067 |
| 1231 Teacher Assistants | \$ | 47,960 | \$ | 42,729 | \$ | 5,231 |
| 1240 Nurse | \$ | 9,161 | \$ | 7,330 | \$ | 1,831 |
| 1300 Administration | \$ | 71,878 | \$ | 71,878 | \$ | - |
| 1310 Teachers | \$ | 398,467 | \$ | 396,551 | \$ | 1,916 |
| 1330 Added Duty - Cert | \$ | 26,267 | \$ | 26,167 | \$ | 100 |
| 1331 Added Duty - Class | \$ | 2,600 | \$ | 1,035 | \$ | 1,565 |
| 1350 Added Days - Cert | \$ | 16,624 | \$ | 15,467 | \$ | 1,157 |
| 1360 Special Ed | \$ | 30,316 | \$ | 29,327 | \$ | 989 |
| 1371 Substitute Teachers | \$ | 117,850 | \$ | 114,284 | \$ | 3,566 |
| 1380 Personal Leave- Cert | \$ | 5,869 | \$ | 5,172 | \$ | 717 |
| 1381 Personal Leave - Class | \$ | 3,468 | \$ | 2,462 | \$ | 1,006 |
| 1861 Noon Duty | \$ | - | \$ | - | \$ | - |
| TOTAL Salaries | \$ | 781,264 | \$ | 754,786 | \$ | 26,478 |
| 2100 Group Life | \$ | 1,356 | \$ | 1,043 | \$ | 313 |
| 2200 Group Medical | \$ | 133,124 | \$ | 106,515 | \$ | 26,609 |
| 2500 Workers' Compensation | \$ | 7,384 | \$ | 7,103 | \$ | 281 |
| 2550 Unemployment Insurance | \$ | 835 | \$ | 676 | \$ | 159 |
| 2600 Social Security | \$ | 14,092 | \$ | 12,457 | \$ | 1,635 |
| 2610 Medicare | \$ | 11,259 | \$ | 9,716 | \$ | 1,543 |
| 2700 Certified Retirement | \$ | 68,984 | \$ | 68,889 | \$ | 95 |
| 2800 Classified Retirement PER | \$ | 24,319 | \$ | 12,332 | \$ | 11,987 |
| TOTAL Employee Benefits | \$ | 261,353 | \$ | 218,731 | \$ | 42,622 |
| 3010 Contract Services - Account | \$ | 20,000 | \$ | 20,000 | \$ | - |
| 3030 Contract Services - Instruct | \$ | 1,000 | \$ | 482 | \$ | 518 |
| 3040 ASD Chargebacks SPED, | \$ | 10,000 | \$ | 4,306 | \$ | 5,694 |
| 3050 Equipment Repair | \$ | - | \$ | - | \$ | - |
| 3060 Contracted Services Custic | \$ | - | \$ | - | \$ | - |
| 3080 Contracted Services - Bulk | \$ | 10,540 | \$ | 10,540 | \$ | - |
| 3090 Foster Grandparent Progr | \$ | 1,000 | \$ | 34 | \$ | 966 |
| 3100 Legal Fees | \$ | 3,500 | \$ | 793 | \$ | 2,707 |
| 3130 Field Trips | \$ | 15,000 | \$ | 8,378 | \$ | 6,622 |
| 3200 Lease, Custodial, Redmol | \$ | 407,069 | \$ | 407,069 | \$ | - |
| 3210 Rental Equipment - Printer | \$ | 135 | \$ | 135 | \$ | - |
| 3220 Contract Services - Copier | \$ | 4,000 | \$ | 2,275 | \$ | 1,725 |
| 3230 Advertising | \$ | 9,000 | \$ | 2,898 | \$ | 6,102 |
| 3430 In-District Mileage | \$ | 2,000 | \$ | 2,030 | \$ | (30) |
| 3530 Telephone | \$ | 10,000 | \$ | 3,863 | \$ | 6,137 |
| 3600 Travel | \$ | 4,000 | \$ | 3,165 | \$ | 835 |
| 3610 Registrations | \$ | 1,000 | \$ | - | \$ | 1,000 |
| TOTAL Purchased Service | \$ | 493,244 | \$ | 465,968 | \$ | 32,276 |
| 4010 Office Supplies | \$ | 7,500 | \$ | 5,011 | \$ | 2,489 |
| 4020 Text Books | \$ | 5,500 | \$ | 2,554 | \$ | 2,946 |
| 4040 Teaching Supplies | \$ | 51,587 | \$ | 41,313 | \$ | 10,274 |
| 4040 Software Annual Fees | \$ | 2,000 | \$ | - | \$ | 2,000 |
| 4050 Health Supplies | \$ | 500 | \$ | 295 | \$ | 205 |
| 4060 Meals/Food | \$ | 1,000 | \$ | 991 | \$ | 9 |
| 4130 Repair Parts | \$ | - | \$ | - | \$ | - |

| | | | | | | | | |
|-------------------------------|----|-----------|----|-----------|----|-------|----|-------|
| 4200 Custodial Supplies | \$ | 189 | \$ | 188 | \$ | - | \$ | 1 |
| 4250 Building/Ground Supplies | \$ | 44 | \$ | 44 | \$ | - | \$ | 0 |
| TOTAL Supplies & Material | \$ | 29,511 | \$ | 17,322 | \$ | 3,203 | \$ | 8,986 |
| 5400 Expendable Equipment | \$ | - | \$ | - | \$ | 97 | \$ | (97) |
| 5440 New Equipment | \$ | - | \$ | - | \$ | - | \$ | - |
| TOTAL Capital Outlay | \$ | - | \$ | - | \$ | 97 | \$ | (97) |
| 6070 Liability Insurance | \$ | 10,976 | \$ | 10,976 | \$ | - | \$ | - |
| TOTAL Other | \$ | 10,976 | \$ | 10,976 | \$ | - | \$ | - |
| PROGRAM TOTAL | \$ | 1,796,323 | \$ | 1,778,218 | \$ | 4,033 | \$ | 4,072 |

Over/(Under) \$ 76
 Target Budget based on 209.9 stude- \$ 1,796,247
 \$ 8,557.63 per student funding

| | | | | | | | | |
|-----------------------------------|----|---------|----|---------|----|-------|----|-------|
| 1201 Administrative Positions | \$ | 31,536 | \$ | 31,671 | \$ | - | \$ | (135) |
| 1211 Extra Help | \$ | 9,568 | \$ | 9,567 | \$ | - | \$ | 1 |
| 1231 Teacher Assistants | \$ | 42,627 | \$ | 42,627 | \$ | - | \$ | (0) |
| 1240 Nurse | \$ | - | \$ | - | \$ | - | \$ | - |
| 1300 Administration | \$ | 79,328 | \$ | 79,328 | \$ | - | \$ | (0) |
| 1310 Teachers | \$ | 595,042 | \$ | 595,042 | \$ | - | \$ | 0 |
| 1330 Added Duty - Cert | \$ | 5,666 | \$ | 5,666 | \$ | - | \$ | 0 |
| 1331 Added Duty - Class | \$ | - | \$ | - | \$ | - | \$ | - |
| 1350 Added Days - Cert | \$ | 5,005 | \$ | 5,005 | \$ | - | \$ | 1 |
| 1360 Special Ed | \$ | 27,012 | \$ | 27,012 | \$ | - | \$ | (0) |
| 1371 Substitute Teachers | \$ | 56,210 | \$ | 53,589 | \$ | - | \$ | 2,621 |
| 1380 Personal Leave- Cert | \$ | 2,859 | \$ | 2,858 | \$ | - | \$ | 1 |
| 1381 Personal Leave - Class | \$ | - | \$ | - | \$ | - | \$ | - |
| 1861 Noon Duty | \$ | 5,905 | \$ | 5,905 | \$ | - | \$ | (0) |
| TOTAL Salaries | \$ | 850,759 | \$ | 849,271 | \$ | - | \$ | 2,488 |
| 2100 Group Life | \$ | 1,591 | \$ | 1,589 | \$ | - | \$ | 2 |
| 2200 Group Medical | \$ | 168,402 | \$ | 168,402 | \$ | - | \$ | - |
| 2500 Workers' Compensation | \$ | 7,684 | \$ | 7,658 | \$ | - | \$ | 26 |
| 2550 Unemployment Insurance | \$ | 791 | \$ | 787 | \$ | - | \$ | 4 |
| 2600 Social Security | \$ | 10,607 | \$ | 10,452 | \$ | - | \$ | 155 |
| 2610 Medicare | \$ | 12,056 | \$ | 12,018 | \$ | - | \$ | 38 |
| 2700 Certified Retirement | \$ | 85,087 | \$ | 85,087 | \$ | - | \$ | 0 |
| 2800 Classified Retirement PER | \$ | 20,089 | \$ | 20,089 | \$ | - | \$ | 0 |
| TOTAL Employee Benefits | \$ | 306,307 | \$ | 306,080 | \$ | - | \$ | 227 |
| 3010 Contract Services - Account | \$ | 6,720 | \$ | 6,720 | \$ | - | \$ | - |
| 3030 Contract Services - Instruct | \$ | 5,700 | \$ | 5,000 | \$ | 700 | \$ | - |
| 3040 ASD Chargebacks SPED | \$ | 9,898 | \$ | 9,898 | \$ | - | \$ | 0 |
| 3050 Equipment Repair | \$ | - | \$ | - | \$ | - | \$ | - |
| 3060 Contracted Services Custid | \$ | - | \$ | - | \$ | - | \$ | - |
| 3080 Contracted Services - Built | \$ | - | \$ | - | \$ | - | \$ | - |
| 3090 Foster Grandparent Program | \$ | - | \$ | - | \$ | - | \$ | - |
| 3100 Legal Fees | \$ | - | \$ | - | \$ | - | \$ | - |
| 3130 Field Trips | \$ | - | \$ | - | \$ | - | \$ | - |
| 3200 Lease, Custodial, Rednol | \$ | 559,071 | \$ | 557,625 | \$ | - | \$ | 1,446 |
| 3210 Rental Equipment - Printer | \$ | - | \$ | - | \$ | - | \$ | - |
| 3220 Contract Services - Copier | \$ | 7,800 | \$ | 7,800 | \$ | - | \$ | - |
| 3230 Advertising | \$ | 1,436 | \$ | 1,436 | \$ | - | \$ | 0 |
| 3430 In-District Mileage | \$ | - | \$ | 238 | \$ | - | \$ | (238) |
| 3530 Telephone | \$ | 8,145 | \$ | 6,853 | \$ | 33 | \$ | 1,260 |
| 3600 Travel | \$ | - | \$ | - | \$ | - | \$ | - |
| 3610 Registrations | \$ | - | \$ | - | \$ | - | \$ | - |
| TOTAL Purchased Service | \$ | 598,770 | \$ | 595,568 | \$ | 733 | \$ | 2,469 |
| 4010 Office Supplies | \$ | 4,000 | \$ | 2,293 | \$ | 587 | \$ | 1,120 |
| 4020 Text Books | \$ | - | \$ | (6,283) | \$ | - | \$ | 6,283 |
| 4040 Teaching Supplies | \$ | 24,885 | \$ | 20,667 | \$ | 2,615 | \$ | 1,582 |
| 4040 Software Annual Fees | \$ | - | \$ | - | \$ | - | \$ | - |
| 4050 Health Supplies | \$ | 314 | \$ | 314 | \$ | - | \$ | 0 |
| 4060 Meals/Food | \$ | 79 | \$ | 79 | \$ | - | \$ | (0) |
| 4130 Repair Parts | \$ | - | \$ | - | \$ | - | \$ | - |

APPENDIX P

| | | | | | | |
|------|--------------------------------|-------------------|---------------------|-------------------|-----------------|-------------------|
| 1201 | Administrative Positions | \$ 27,165 | \$ 48,898 | \$ 8,836 | \$ - | \$ 40,062 |
| 1211 | Extra Help | \$ 8,700 | \$ 5,100 | \$ 3,018 | \$ - | \$ 2,082 |
| 1231 | Teacher Assistants | \$ 39,500 | \$ 32,544 | \$ 14,501 | \$ - | \$ 18,043 |
| 1240 | Nurse | \$ 10,600 | \$ 7,600 | \$ 2,427 | \$ 2,427 | \$ 2,747 |
| 1300 | Administration | \$ 79,328 | \$ 90,151 | \$ 21,038 | \$ - | \$ 69,113 |
| 1310 | Teachers | \$ 715,588 | \$ 804,648 | \$ 130,871 | \$ - | \$ 673,777 |
| 1330 | Added Duty - Cert | \$ 2,500 | \$ 2,500 | \$ - | \$ - | \$ 2,500 |
| 1331 | Added Duty - Class | \$ 600 | \$ 1,200 | \$ - | \$ - | \$ 1,200 |
| 1350 | Added Days - Cert | \$ 2,500 | \$ 2,500 | \$ - | \$ - | \$ 2,500 |
| 1360 | Special Ed | \$ 28,583 | \$ 30,083 | \$ 4,954 | \$ - | \$ 25,129 |
| 1371 | Substitute Teachers | \$ 20,000 | \$ 40,000 | \$ 17,820 | \$ - | \$ 22,180 |
| 1380 | Personal Leave- Cert | \$ 10,500 | \$ 13,000 | \$ 833 | \$ - | \$ 12,167 |
| 1381 | Personal Leave - Class | \$ 1,765 | \$ 2,190 | \$ 491 | \$ - | \$ 1,699 |
| 1861 | Noon Duty | \$ 3,800 | \$ 5,400 | \$ 1,545 | \$ - | \$ 3,855 |
| | TOTAL Salaries | \$ 951,129 | \$ 1,085,814 | \$ 206,334 | \$ 2,427 | \$ 877,053 |
| 2100 | Group Life | \$ 2,004 | \$ 2,149 | \$ 395 | \$ - | \$ 1,754 |
| 2200 | Group Medical | \$ 211,152 | \$ 259,488 | \$ 45,172 | \$ - | \$ 214,316 |
| 2500 | Workers' Compensation | \$ 7,436 | \$ 8,322 | \$ 1,603 | \$ - | \$ 6,719 |
| 2550 | Unemployment Insurance | \$ 1,018 | \$ 1,144 | \$ 197 | \$ - | \$ 947 |
| 2600 | Social Security | \$ 10,043 | \$ 10,721 | \$ 3,226 | \$ - | \$ 7,495 |
| 2610 | Medicare | \$ 13,782 | \$ 15,431 | \$ 2,979 | \$ - | \$ 12,452 |
| 2700 | Certified Retirement | \$ 99,084 | \$ 111,947 | \$ 19,246 | \$ - | \$ 92,702 |
| 2701 | Incremental TRS Increase | \$ - | \$ - | \$ - | \$ - | \$ - |
| 2800 | Classified Retirement PER | \$ 28,951 | \$ 27,151 | \$ 5,339 | \$ - | \$ 21,812 |
| 2801 | Incremental PERS Increase | \$ - | \$ - | \$ - | \$ - | \$ - |
| | TOTAL Employee Benefits | \$ 373,469 | \$ 436,354 | \$ 78,157 | \$ - | \$ 358,196 |
| 3010 | Contract Services - Account | \$ 15,000 | \$ - | \$ - | \$ - | \$ - |
| 3030 | Contract Services - Instruct | \$ 10,000 | \$ 10,000 | \$ - | \$ - | \$ 10,000 |

| | | | | | | |
|------|---------------------------------------|-------------------|-------------------|-------------------|-------------------|------------------|
| 3040 | ASD Chargebacks SPED | \$ 10,000 | \$ 11,600 | \$ - | \$ - | \$ 11,600 |
| 3050 | Equipment Repair | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3060 | Contracted Services Custodial | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3080 | Contracted Services - Building | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3090 | Foster Grandparent Program | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3100 | Legal Fees | \$ 2,000 | \$ 750 | \$ - | \$ - | \$ 750 |
| 3130 | Field Trips | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3200 | Lease, Custodial, Rednote | \$ 624,620 | \$ 624,620 | \$ 368,075 | \$ 252,860 | \$ 3,685 |
| 3210 | Rental Equipment - Printer | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3220 | Contract Services - Copier | \$ 7,600 | \$ 7,600 | \$ 1,170 | \$ 6,430 | \$ - |
| 3230 | Advertising | \$ 5,000 | \$ - | \$ - | \$ - | \$ - |
| 3430 | In-District Mileage | \$ 2,000 | \$ 1,150 | \$ - | \$ - | \$ 1,150 |
| 3530 | Telephone | \$ 8,000 | \$ 8,000 | \$ 1,793 | \$ 1,266 | \$ 4,940 |
| 3600 | Travel | \$ - | \$ - | \$ - | \$ 1 | \$ (1) |
| 3610 | Registrations | \$ 2,000 | \$ 2,000 | \$ - | \$ - | \$ 2,000 |
| | TOTAL Purchased Services | \$ 686,220 | \$ 665,720 | \$ 371,038 | \$ 260,558 | \$ 34,124 |
| 4010 | Office Supplies | \$ 4,179 | \$ 4,179 | \$ 207 | \$ 1,796 | \$ 2,176 |
| 4020 | Text Books | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4040 | Teaching Supplies | \$ 7,240 | \$ 7,265 | \$ 405 | \$ 2,678 | \$ 4,182 |
| 4040 | Software Annual Fees | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4050 | Health Supplies | \$ 500 | \$ - | \$ - | \$ - | \$ - |
| 4060 | Meals/Food | \$ 1,000 | \$ - | \$ - | \$ - | \$ - |
| 4130 | Repair Parts | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4200 | Custodial Supplies | \$ 500 | \$ 150 | \$ - | \$ - | \$ 150 |
| 4250 | Building/Ground Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| | TOTAL Supplies & Materials | \$ 13,419 | \$ 11,594 | \$ 613 | \$ 4,474 | \$ 6,508 |
| 5400 | Expendable Equipment | \$ - | \$ 4,571 | \$ - | \$ - | \$ - |
| 5440 | New Equipment | \$ 5,000 | \$ - | \$ - | \$ - | \$ - |
| | TOTAL Capital Outlay | \$ 5,000 | \$ 4,571 | \$ - | \$ - | \$ - |
| 6070 | Liability Insurance | \$ 12,000 | \$ 9,658 | \$ 9,658 | \$ - | \$ - |

| | | | | | |
|---------------|--------------|--------------|------------|------------|--------------|
| TOTAL Other | \$ 12,000 | \$ 9,658 | \$ 9,658 | \$ - | \$ - |
| PROGRAM TOTAL | \$ 2,041,237 | \$ 2,213,711 | \$ 665,800 | \$ 267,458 | \$ 1,275,881 |

Over/(Under) \$ (2,062) \$ 0
Target Budget based on 240 student: \$ 2,039,175 per student funding

CHARTER SCHOOL LEASE AGREEMENT

This Lease Agreement is made and entered this 24th day of June 2007 by and between International Airport, LLC having its principal office at 431 West Seventh Avenue, Suite 108, Anchorage, Alaska 99501 (the "Landlord"), and Riike Schule, a charter school organized pursuant to AS 14.03.250 et seq., having its principal offices at 650 West International Airport Road, Anchorage, Alaska (the "Tenant").

WITNESSETH:

WHEREAS, the Landlord owns certain improved real estate located on 650 W. International Airport Road Anchorage, Alaska, consisting of commercial office space; and

WHEREAS, Tenant is a charter school organized and established pursuant to AS 14.03.250 et seq., and as such, operates as a school in the Anchorage School District, operating under the charter school's annual program budget, all in accordance with AS 14.03.255; and

WHEREAS, the Landlord desires to Lease to the Tenant, and the Tenant desires to Lease from the Landlord a portion of the below described commercial space for use as a charter school:

NOW THEREFORE, in consideration of the agreements and mutual covenants set forth herein, the Landlord and the Tenant do covenant and agree as follows:

SECTION 1. PREMISES

1.1 Premises. The Landlord does hereby Lease to the Tenant, and the Tenant does hereby Lease from the Landlord for the term and upon the terms and conditions set forth in this Lease Agreement, available space up to 17,475 rentable square feet in the building for the first year of the term, and during the second and third year of the term, approximately 21,475 rentable square feet on the first two stories and 3316 rentable square feet in the basement of the entire building located at 650 West International Airport Road, Anchorage, Alaska, as well as use of adjacent outdoor space located on the property, all as set out on the floor plans and site plan attached hereto as Exhibit A and incorporated herein as defining the demised premises (the "Premises").

1.2 Parking. Included within the Premises to be leased shall be twenty parking spaces for the first year of the term. Thereafter, all parking spaces at 650 W. International Airport Road and at adjacent lot ("Lot 21") shall be included in the Premises leased.

SECTION 2. TERM

2.1 Basic Term. The basic term of this Lease Agreement shall be for three (3) years, commencing on August 1, 2007, and terminating on June 30, 2010 unless terminated sooner as expressly provided herein.

2.2 Option Term. Provided Tenant is not then in default under the terms of this Lease beyond any applicable cure period, Tenant shall have the option to extend this Lease for one additional ten (10) year term ("Option Term"), or the term of the renewed charter, whichever is shorter. If Tenant elects to exercise this option, Tenant shall provide written notice of such exercise to Landlord not later than two months and three weeks prior to the expiration of the lease. If Tenant fails to provide such notice, Tenant's right under this Section 2.2 is waived. If Tenant elects to exercise this option, the monthly rent Tenant shall pay to Landlord during the renewal term shall be adjusted to a fair market rental value of the Premises effective as of the beginning of the first lease year of the renewal term. Three months before the deadline for Tenant to exercise the option to renew, Landlord and Tenant shall confer with one another to establish the fair market rental value of the Premises. If Landlord and Tenant are able to agree on the fair market value of the Premises, the agreed upon value shall be the adjusted monthly rent for the renewal term. If Landlord and Tenant are unable to agree on the fair market value of the Premises by the first day of the fourth month immediately preceding the commencement of the renewal term, Landlord and Tenant shall jointly select an M.A.I. appraiser from the Alaska membership of the Society of Real Estate Appraisers or the American Institute of Real Estate Appraisers (SREPA designation), to determine the fair market rental value of the Premises. The written report of the M.A.I. appraiser shall be conclusive and binding on Landlord and Tenant for purposes of adjusting the rent for the renewal term. Landlord and Tenant shall equally share the cost of the M.A.I. appraiser. If Landlord and Tenant cannot agree on one appraiser as above provided, or if either objects to the written report of the appraiser as above provided, the Landlord and Tenant shall each select an appraiser who holds the above-required designation. Either party may select the appraiser who was jointly selected as above provided and whose report was rejected. Those two appraisers shall select a third appraiser from either of the above groups who holds the required designation. The fair market rental value which is agreed upon in writing by two of these appraisers, or upon failure of any two to agree, the average value of the two appraisals closest to each other, shall be conclusive and binding upon Landlord and Tenant for the purpose of adjusting the rental. Each party shall pay the fee of its selected appraiser and one-half of the fee of the third appraiser. The rent for the first year of option term shall be no less than 10% lower than the highest average annual rent of the base term, and shall increase from year to year during the option term in accordance with the increase in the Anchorage Consumer Price Index.

SECTION 3. RENT

3.1 Base Rent. The Tenant agrees to pay to the Landlord, at the Landlord's principal office or such other place as may be designated from time to time by the Landlord, without any prior demand therefor, a fixed Base Rent payable in advance in equal monthly installments on or before the first day of each calendar month commencing on August 1, 2007, in amounts as follows:

| | |
|-------------------------------------|-------------|
| First Year: | |
| August, 2007 through December, 2007 | \$50,872.00 |
| January, 2008 through June, 2008 | \$17,272.00 |
| Second Year: | |
| July, 2008 through December, 2008 | \$73,615.05 |
| January, 2009 through June, 2009 | \$19,563.35 |
| Third Year: | |
| July, 2009 through December, 2009 | \$73,615.05 |
| January, 2010 through June, 2010 | \$24,538.35 |

SECTION 5. USE OF PREMISES

Provided that the Tenant is not in default hereunder, the Tenant shall quietly have, hold and enjoy the Premises and all rights granted to the Tenant hereunder. Except as other uses may be authorized by Landlord for approved Tenant's sub-tenants or assigns, the permitted use of the Premises shall be as a Charter school as defined by Alaska law.

SECTION 6. IMPROVEMENTS AND MODIFICATIONS

6.1 Initial Improvements. Upon the execution of this Lease, the Landlord, shall commence to upgrade the building to accommodate the school use of the leased premises, so that it is in compliance with all applicable federal, state, and municipal regulations, including the Americans with Disabilities Act and AHERA. Landlord shall construct said initial improvements, otherwise referred to as Tenant improvements, in accordance with the plans and specifications attached hereto as Exhibit B. Landlord shall also construct said Tenant improvements in accordance with the Schedule attached hereto as Exhibit C. All parties will make every effort to complete the Initial Improvements by the beginning of the 2007-2008 school year on August 15, 2007.

6.2 Completion of Tenant Improvements - if necessary Tenant Improvements are not completed by the commencement of the 2007-2008 school year, to the point that the Premises are not usable, Landlord will assist Tenant to rent alternate space for its operations until the Premises become usable. Landlord will pay the cost of obtaining such alternate space.

6.3 Subsequent Improvements. The Tenant shall not make any improvements or modifications of any kind to the Premises, which includes the erection of signs, without the prior written consent of the Landlord, which consent shall not be unreasonably withheld or delayed. Any such approved improvements or modifications shall be at the Tenant's sole expense. The Tenant shall pay for all such approved improvements and modifications and shall maintain the property free and clear of liens arising from any such improvement or modification to the Premises. All improvements affixed to the Premises shall become the property of the Landlord unless such improvements are removed by the Tenant, without damage to the Premises, prior to the termination of this Lease Agreement.

6.4 Liens. The Tenant shall not do or suffer anything to be done whereby the Premises, or any part thereof, may be encumbered by any mechanic's or other similar lien and if, whenever and as often as any mechanic's or other similar lien is filed against the Premises, or any part thereof, purporting to be for or on account of any labor or materials or services furnished in connection with any work in or about the Premises done by, for or under the authority of the Tenant or anyone claiming by, through or under the Tenant, the Tenant shall discharge the same of record within thirty (30) days after the date of filing. Notice is hereby given that the Landlord does not authorize or consent to and shall not be liable for any labor or materials furnished the Tenant or anyone claiming by, through or under the Tenant upon credit, and that no mechanic's or other similar lien for any such labor, services or materials shall attach to or affect the reversionary or other estate of the Landlord in and to the Premises or any part thereof, improvement thereon or fixture therein.

6.5 Signs, Awnings and Canopies. The Tenant shall provide any interior signage at its own expense. Any such signage requires advance approval by Landlord. The Tenant will not

3.2 Tenant Improvement Reimbursement. In addition to the monthly Base Rent payment, Tenant shall pay the sum of Ninety Thousand Dollars (\$90,000) by July 13, 2007 for reimbursement of Tenant improvements to be performed under this Lease. Tenant shall request approval of this amount. In the event only \$64,000 only is approved as a reimbursement, then rent due on August 1 as described in the previous subsection shall be increased by \$26,000.

3.3 Additional Rent. The Tenant shall pay, as Additional Rent, any money required to be paid by the Tenant under this Lease Agreement, whether or not the same be specifically designated as "Additional Rent" herein. If such amounts or charges are not paid at the time provided in this Lease Agreement, they shall nevertheless be collectible as Additional Rent with the next installment of rent thereafter falling due hereunder, but nothing herein contained shall be deemed to suspend or delay the payment of any amount of money or charge at the time the same becomes due and payable hereunder, or limit any other remedy of the Landlord.

3.4 Late Charge. A late charge of five percent (5%) of any Base Rent due to the Landlord hereunder apart from penalties and interest, shall be assessed by the Landlord against the Tenant and applied to each and every payment not paid on or before the tenth (10th) day following the date when such payment is due. The due date for any payments of Additional Rent or other sums due under this Lease shall be the thirtieth (30th) day following the Tenant's receipt of a written notice from the Landlord stating that such Additional Rent is due and payable. The assessment of any such late charge shall be deemed to be Additional Rent hereunder.

3.5 Interest. If the Tenant fails to pay any Base Rent, Additional Rent, or any other sum due to the Landlord when the same is due and payable hereunder apart from interest, any and all such unpaid amounts shall bear interest from the date due to the date of payment at the lesser of twelve percent (12%) per annum or the maximum interest rate permitted by the laws of the State of Alaska.

3.6 Security Interest and Assignment. Tenant hereby grants to Landlord a security interest, securing all its intangible assets and accounts, including accounts receivable, not including public funds administered through the Anchorage School District.

3.7 Last Month Rent. Upon execution of this Lease Agreement, Tenant shall deposit with Landlord a sum of Forty Nine Thousand Seventy Six and 70/100 Dollars (\$49,076.70) (average rent for the Third Year) This amount shall be credited against the rent due on the last month of the Base Term.

SECTION 4. CONDITION OF PREMISES

Except as to the tenant improvements referenced in Section 6.1 hereof, the Premises shall be Leased in their present condition, and the Landlord has made no representations or warranties with respect to such condition or the suitability thereof for the Tenant's business purposes. The Tenant has had an adequate opportunity to inspect the Premises prior to the execution of this Lease Agreement and accepts the Premises in their current condition. The Premises will be in E-Occupancy condition at the time of move-in by Tenant.

place or suffer to be placed or maintained on any exterior door, wall or window of the Premises any sign, awning or canopy, or advertising matter or other thing of any kind, and will not place or maintain any decoration, lettering or advertising matter on the glass of any window or door of the Premises without first obtaining the Landlord's written approval and consent, which consent shall not be unreasonably withheld. Tenant shall be entitled to place signage and environmental graphics reflecting the Charter School, but such decoration, lettering or advertising shall, as a minimum, be consistent with the overall signage policies and decor adopted by the Landlord for the Premises and adjoining property. The Tenant further agrees to maintain such sign, awning, canopy, decoration, lettering, advertising matter or other thing as may be approved in good condition and repair at all times.

6.6 Landscaping Projects Tenant may undertake landscaping projects as school projects on the leased Premises with the agreement of Landlord and shall be paid for such projects at a competitive rate.

SECTION 7. CARE OF THE PREMISES

7.1 Maintenance of Premises. The Tenant shall at all times keep the Premises in good order, condition and repair, reasonable wear and tear, and damage by unavoidable casualty excepted. Landlord shall provide interior and exterior cleaning services along with janitorial services. Tenant will reimburse Landlord at cost during the second year of the Basic Term for janitorial service provided during first year of the Basic Term. After the First Year, the Tenant will reimburse Landlord for janitorial services on a monthly basis. Tenant shall not be liable for reimbursement for janitorial services in excess of 12¢ per square foot of rentable space. Notwithstanding the foregoing, however, structural portions of the Premises (including, but not limited to, lighting, electrical systems, heating and plumbing fixtures, and any air conditioning system) shall be maintained by the Landlord at the Landlord's expense, but if the Landlord is required to make repairs to structural portions by reason of negligent or willful acts or omissions to act on the part of the Tenant or any agent, employee, licensee or invitee of the Tenant, Tenant shall pay, as Additional Rent, the cost of such repairs, and said sums to be due and payable within five (5) days after written demand therefore by the Landlord. Landlord will provide five day janitorial services.

7.2 Surrender of Premises. At the expiration of the term hereby created, or any earlier termination, forfeiture, cancellation or surrender hereof, the Tenant shall surrender the Premises in the same condition as the Premises were in upon delivery of possession thereto under this Lease Agreement, reasonable wear and tear and damage by unavoidable casualty excepted, and shall surrender all keys for the Premises to the Landlord at the place then fixed for the payment of rent and shall inform the Landlord of all combinations on locks, safes and vaults, if any. The Tenant's obligations to observe or perform this covenant shall survive the expiration or other termination of the term of this Lease Agreement.

7.3 Rules and Regulations. The Tenant agrees to comply with the reasonable rules and regulations which are made by the Landlord from time to time relating to the use of the Premises and ingress and egress thereto. The Tenant's failure to keep and observe said rules and regulations shall constitute a breach of the terms of this Lease Agreement just as if the same were contained herein as covenants. The Landlord reserves the right to amend or supplement said rules

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and regulations at any time and from time to time and to adopt and promulgate additional rules and regulations applicable to the Premises or any portion thereof; provided, however, that the Landlord shall not amend such rules and regulations in any manner that impairs the Tenant's ability to conduct its business as normally conducted as described in Section 5 of this Lease. The Landlord shall provide the Tenant with at least thirty (30) days prior written notice of any amendment or supplementation of the rules and regulations, and the Tenant agrees thereupon to comply with and observe all such rules and regulations and amendments thereto and supplements thereof.

SECTION 8. INSURANCE AND INDEMNITY

8.1 Indemnity. The Tenant shall defend and indemnify the Landlord and save it harmless from and against any and all actions, claims, losses and expenses, including reasonable attorneys fees, for injury to or death of any person or persons and the loss of or damage to the property of any person or persons in connection with and resulting, either directly or indirectly, from any act or omission of the Tenant, its invitees, agents, contractors, employees, servants, lessees, assignees or concessionaires. Likewise, the Landlord shall defend and indemnify the Tenant and save it harmless from and against any and all actions, claims, losses and expenses, including reasonable attorneys fees, for injury to or death of any person or persons and the loss of or damage to the property of any person or persons in connection with and resulting, either directly or indirectly, from any act or omission of the Landlord, agents, employees, servants, assignees or concessionaires

8.2 Waiver of Subrogation. Whether the loss or damage is due to the acts or omissions of either the Landlord or the Tenant, their invitees, agents, contractors, employees, servants, lessees, assignees or concessionaires, or any other cause, the Tenant and the Landlord do hereby release and relieve the other of responsibility for, and waive their entire claim of recovery for (i) any loss or damage to the personal or real property of the other located anywhere at the Premises arising out of an incident or occurrence of any of the perils which may be covered by the insurance policies available to each or (ii) loss resulting from loss of business income or rent to the other arising out of an incident to the occurrence of any of the perils which may be covered by the loss of business income insurance held by either. The Tenant and Landlord shall cause their respective insurance carriers to consent to such waiver to waive all rights of subrogation against the other party.

8.3 Insurance. The Tenant will, throughout the term of this Lease Agreement and at its sole expense, secure, maintain and provide to the Landlord, evidence of insurance coverage which complies with the provisions of this Section 8.3. No insurance shall be canceled or altered by the insurance company without at least thirty (30) days prior written notice to the Landlord. All required policies of insurance shall be in a form and with companies satisfactory to the Landlord and shall be obtained and become effective throughout the term hereof and each policy shall include, by endorsement, the following Cancellation or Change Clause:

"This insurance will not be canceled by this Insurance Company nor any changes made in the policy which change, restrict, or reduce the insurance provided, or change the name of any insured or any Additional Insured, without first giving thirty (30) days notice in writing to International Airport, LLC 431 West Seventh Avenue, Suite 108, Anchorage, Alaska 99501, as evidenced by return receipt of registered or certified mail."

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Each policy shall also include, by endorsement, a waiver of subrogation against the Landlord and the following Cross Liability Clause or another Cross Liability or Severability of Interest Clause acceptable to the Landlord:

"in the event of damage to property belonging to any one or more Insured or Additional Insured for which another Insured or Additional Insured is or may be liable, then this policy shall cover such Insured against whom claim is made or may be made in the same manner as if separate policies had been issued to each Insured."

The Landlord shall not, by reason of its inclusion under such coverage, incur liability to the insurance carrier for payment of premiums for any insurance required hereunder. All insurance shall be primary insurance over any other valid and collectible insurance available to the Landlord.

8.3.1 General Liability Insurance. The Tenant shall maintain general liability insurance in limits of not less than One Million Dollars (\$1,000,000.00) combined single limit for bodily injury and property damage per occurrence and Two Million Dollars (\$2,000,000.00) combined single limit for bodily injury and property damage in the aggregate. This insurance shall name the Landlord as a named insured.

8.3.2 Property Insurance. The Tenant shall at its sole expense, insure its business personal property, tenant improvements and betterments not owned by the Landlord and loss of business income, charter school, grant or donated funds connected to the Premises. The Landlord shall have no obligation to insure said property or interests.

SECTION 9. UTILITY AND TAX PAYMENTS

9.1 Utility Payments. The Landlord shall provide, at its expense, such heat, water, sewer, electricity, trash removal and snow removal services as may be reasonably required in connection with the Tenant's use of the Premises. Notwithstanding the above, the Tenant shall reimburse the Landlord, as Additional Rent, for any utility usage by the Tenant which exceeds the reasonably expected usage for a charter school of comparable size. The Tenant shall be solely responsible for the cost of any telephone and electronic data services required in connection with its use of the Premises. Unless caused by the negligence of the Landlord, the Landlord shall not be liable for any interruption or failure in the supply of any such utilities to the Premises, nor shall the same affect any obligation of the Tenant herein.

9.2 Taxes The Landlord shall pay all real property taxes and assessments levied against the Premises. All other taxes associated with the Tenant's use or occupancy of the Premises, excluding the Landlord's own income tax liability, shall be paid by the Tenant.

SECTION 10. SUBORDINATION AND ATTORNEY

10.1 Subordination. This Lease Agreement shall be subject and subordinate to any mortgages or deeds of trust that presently encumber the Premises or any portion thereof, and to any future mortgage or deed of trust placed on the Premises or any portion thereof, provided that any and all advances to be made thereunder, and to the interest thereon, and all renewals,

replacements, modifications, consolidations and extensions thereof; provided, however, the mortgagee or beneficiary named in said mortgages or deeds of trust may elect to recognize the Leasehold interest of the Tenant hereunder in the event of foreclosure, and upon such election, the Tenant shall attain to such mortgage or beneficiary as provided in Section 10.3 below. Any mortgagee or beneficiary may elect to have this Lease Agreement a prior lien to its mortgage or deed of trust, and in the event of such election and upon notification by such mortgagee or beneficiary to the Tenant to that effect, this Lease Agreement shall be deemed prior to the lien of the said mortgage or deed of trust, whether this Lease Agreement is dated prior to or subsequent to the date of said mortgage or deed of trust. The Tenant shall execute and deliver whatever instruments may be required to acknowledge such subordination in recordable form and, in the event the Tenant fails so to do within ten (10) days after demand in writing, the Tenant does hereby make, constitute and irrevocably appoint the Landlord as its attorney in fact and in its name, place and stead so to do.

10.2 Tenant's Statement. Within fifteen (15) days after request by the Landlord, the Tenant agrees to deliver to any person specified by the Landlord, a certificate stating that this Lease Agreement is in full force and effect and that the Tenant has no defenses or offsets to any of the covenants and agreements hereunder, or specifying the defenses or offsets which the Tenant believes it has thereto in such detail as the Landlord may require.

10.3 Assignment. In the event of any foreclosure or other voluntary or involuntary sale, assignment or alienation of the Landlord's right, title, interest and estate in and to the Premises or any portion thereof, then the Tenant shall, upon written request by the acquiring party, attorn to the successor of the Landlord and recognize same, by written instrument reasonably satisfactory to such successor, as the owner of such right, title, interest and estate and as the Landlord hereunder.

SECTION 11. ASSIGNMENT AND SUBLEASE

The Tenant may enter into subleases affecting the Premises or a part thereof, but no such sublease will be effective without the prior written consent of the Landlord, which consent shall not be unreasonably withheld. Tenant will not assign, mortgage, pledge, sell, or in any other manner transfer, convey or dispose of this Lease Agreement or any interest therein or part thereof, whether voluntary, involuntary or by operation of law, without the prior written consent thereto by the Landlord. No assignment, mortgage, pledge, sale, sublease, other transfer, conveyance or disposition shall release or discharge the Tenant from its duties and obligations under this Lease Agreement. Any consent by the Landlord to any of the aforesaid acts shall not be construed as a waiver or release of the duty of the Tenant, or the successors or assigns or the Tenant, to obtain from the Landlord consent to any other such acts. Any unauthorized assignments, subleases, and encumbrances shall be void and shall constitute a material breach of this Lease Agreement by the Tenant. Any sublease of all or any part of the Leased Premises must contain an undertaking by the sublessee in which it agrees to this Lease, and in which the subtenant agrees to comply with such provisions hereof as do not concern payment responsibilities directly to Landlord.

Landlord may sell or transfer the title of the building containing the Lease Premises during the term of this Lease or its extensions, in which case the successor owner will succeed to all rights and obligations of Landlord as to this Lease. Such sale or transfer shall be subject to this Lease

SECTION 12. MANNER OF OPERATION

12.1 Waste and Annoyance. The Tenant shall not commit or suffer to be committed any waste upon the Premises or any portion thereof, or any nuisance, annoyance or other act or thing which may constitute a public or private nuisance.

12.2 Lawful Operations. The Tenant shall comply with all easements, reservations, restrictions, and covenants of record, and all statutes, laws, ordinances, orders, judgments, decrees, regulations, directions and requirements of all federal, state, local and other governments or governmental authorities, now or hereafter applicable to it, to the Premises or to any portion thereof, or to any adjoining public ways. The Tenant shall pay all costs, expenses, claims, fines, penalties and damages that may, in any manner, arise out of, or be imposed as a result of, the failure of the Tenant to comply with the provisions of this Section 12.

SECTION 13. DESTRUCTION OF PREMISES

If the Premises or any portion thereof shall be damaged by fire, the elements, unavoidable accident or other casualty, but are not thereby rendered untenable or unusable in whole or in part, the Landlord shall, within one hundred and twenty (120) days and at its own expense, cause such damage to be repaired, and the rent herein provided for shall not be abated. If by reason of such occurrence, the Premises shall be rendered untenable only in part, the Landlord shall, within one hundred and twenty (120) days and at its own expense, cause the damage to be repaired, and the rent shall be abated proportionately as to the portion of the Premises rendered untenable and the duration thereof. If the Premises shall be rendered wholly untenable by reason of such occurrence and the Landlord shall, within one hundred and twenty (120) days and at its own expense, cause such damage to be repaired, the rent shall abate until the Premises have been restored and rendered tenable. The Landlord may also in that case, at its election, terminate this Lease Agreement and the tenancy hereby created by giving to the Tenant, within the thirty (30) days following the date of said occurrence, written notice of the Landlord's election so to do, and in event of such termination, rent shall be adjusted as of the date of said occurrence. Nothing in this Section 13 shall be construed as affecting any right of the Landlord to be paid or reimbursed from the proceeds of any insurance policy.

SECTION 14. CONDEMNATION

14.1 Total Condemnation of Premises. If the whole of the Premises shall be acquired or condemned by eminent domain for any public or quasi-public use or purposes, then the term of this Lease Agreement shall cease and terminate as of the date of title vesting in such proceeding and all rentals shall be paid up to that date and the Tenant shall have no claim against the Landlord for the value of any unexpired term of this Lease Agreement.

14.2 Partial Condemnation of Premises. If any portion of the Premises shall be acquired or condemned as aforesaid, and in the event that such partial taking or condemnation shall render the Premises unsuitable for the business of the Tenant, then the term of this Lease Agreement shall cease and terminate as of the date of title vesting in such proceeding and all rentals shall be paid up to that date and the Tenant shall have no claim against the Landlord for the value of any

unexpired term of this Lease Agreement. In the event of a partial taking or condemnation which is not extensive enough to render the Premises unsuitable for the business of the Tenant in the, then the Landlord shall promptly restore the Land and the Improvements to a condition reasonably comparable, to its condition at the time of such condemnation less the portion lost in the taking, and this Lease Agreement shall continue in full force and effect without any reduction or abatement of rent. During any period of restoration there shall be a just and equitable abatement of rent.

14.3 Tenant Claims. The Tenant shall have no right to claim compensation from the condemning authority unless the condemnation or taking causes the term of this Lease Agreement to cease and terminate pursuant to Sections 14.1 or 14.2 hereof. The Tenant's claims against the condemning authority shall be as permitted by law. In the event such condemnation or taking does not cause the term of this Lease Agreement to cease or terminate pursuant to Sections 14.1 or 14.2, any and all awards, damages or compensations arising from or attributable to such condemnation or taking shall, when received, become the absolute property of the Landlord, and the Tenant hereby assigns and transfers to the Landlord any and all such awards, damages and compensations.

SECTION 15. DEFAULT

15.1 Default Defined. The following are events of default under this lease:

15.1.1 Failure by the Tenant to timely pay the Base Rent, Tenant Improvement Reimbursement, or Additional Rent hereunder;

15.1.2 Failure by the Tenant to keep or perform any other covenant or obligation herein contained on the Tenant's part to be kept or performed, and the Tenant fails to remedy the same within 30 days after the Landlord or the Landlord's agent has given the Tenant written notice specifying such default (or within such additional period, if any, as may be reasonably required to cure such default if it is of such nature that it cannot be cured within said 30 day period; or

15.1.3 The filing by the Tenant of a voluntary petition under the Bankruptcy Code, as amended, or an involuntary petition under the Bankruptcy Code, as amended; or the Tenant is adjudged to be insolvent or unable to pay its debts as they mature; or the Tenant makes an assignment for the benefit of its creditors; or a trustee or receiver is appointed or retained to take charge of and manage any substantial part of the assets of the Tenant; or any execution or attachment shall issue against the Tenant whereupon the Premises or any portion thereof or any Leasehold or other interest therein shall be taken or attempted to be taken (each of the events described in this subparagraph being deemed a default under the provisions of this Lease Agreement).

15.2 Procedure In Event of Tenant's Default. In the event of the commission of an uncured Default by Tenant, the Landlord may, at the Landlord's election then or at any time thereafter, and while such uncured Default shall continue, give the Tenant written notice of intention to terminate this Lease Agreement on a date specified therein, which date shall not be earlier than 40 days after such notice is given.

If all Defaults and delinquent sums have not then been cured or paid on the date specified in the notice, the Tenant's rights to possession of the Premises shall cease and this Lease Agreement shall thereupon be terminated, and the Landlord may reenter and take possession of the Premises as its own property. In such case Landlord is entitled to collect from Tenant all costs incurred to prepare the premises to be relet, and all costs incurred by the default, including without limitation, and without regard to their allocation under other sections of this lease, all brokerage commissions, building management fees, advertising costs, employee expenses, repairs, remodeling, cleaning, maintenance, upgrading, and all collection costs, including reasonable actual attorney's fees.

As an alternative remedy the Landlord may, at the Landlord's election upon written notice to Tenant, without terminating this Lease Agreement, reenter the Premises or take possession thereof, and having elected to reenter or take possession of the Premises without terminating this Lease Agreement, the Landlord shall mitigate damages which shall include using reasonable diligence to relet the Premises, or parts thereof, for such term or terms and at such rental and upon such other terms and conditions as the Landlord may deem advisable, with the right to make alterations and repairs to the Premises. Upon the giving by Landlord of the notice of this election, the reentry or taking of possession of the Premises by the Landlord shall not be construed as an election on the Landlord's part to terminate this Lease Agreement, and shall not relieve the Tenant of its obligation to pay rent (at the time or times provided herein), or of any of its other obligations under this Lease Agreement, all of which shall survive such reentry or taking of possession, and the Tenant shall continue to pay the rent (discounted to present value at five percent (5%) per year if paid in one lump sum in advance) until the end of the term and whether or not the Premises shall have been relet. If the premises is relet the Tenant is entitled each month, against the rent due that month, a credit for the net proceeds of any reletting, up to the amount that Tenant owes for that month. In the event that Landlord reenters the premises following default and elects not to terminate the lease, all remaining rent for the lease period is immediately due and payable, discounted to present value at 10% per year. If Landlord elects to continue the lease and reenter, then Landlord is also entitled to collect from Tenant all costs incurred to prepare the premises to be relet and all costs incurred by the default, including without limitation, and without regard to their allocation under other sections of this lease, all brokerage commissions, building management fees, employee expenses, repairs, remodeling, cleaning, maintenance, upgrading, and all collection costs, including reasonable actual attorney's fees.

In the event of default the Landlord may elect not to reenter the premises or terminate the lease, and in such event the Tenant shall be held to all its obligations under this lease, and the Landlord shall have no duty to relet the premises or otherwise mitigate the Tenant's default. If, in accordance with any of the foregoing provisions of this Lease Agreement, the Landlord shall have the right to reenter and take possession of the Premises, the Landlord may enter and expel the Tenant and those claiming through or under the Tenant and remove the property and effects of both or either (forcibly if necessary) without being guilty of any manner or trespass and without prejudice to any remedies for arrears of rent or other default.

15.3 Survival of Obligations. The Tenant covenants and agrees with the Landlord that its obligations under this Lease Agreement shall survive any cancellation and termination of this Lease Agreement pursuant to this Section 15, and that the Tenant shall continue to pay the rent and perform all other obligations provided for in this Lease Agreement, all at the time or times provided in this Lease Agreement.

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15.14.4 Remedies Not Exclusive. The specific remedies reserved to either party herein provided shall in no manner be deemed exclusive, and shall be in addition to such liens, rights, remedies and procedures as may obtain by virtue of any other provision of this Lease Agreement or by statute, at law or in equity.

15.5 Legal Expenses. In the event that suit shall be brought for recovery of possession of the Premises or any portion thereof, for the recovery of rent or any other amount due under the provisions of this Lease Agreement or for any other breach by either party, the non-prevailing party shall pay the prevailing party when due under applicable court rule, all expenses incurred therefor, including reasonable actual attorneys' fees.

SECTION 16. INSPECTION AND PERFORMANCE

16.1 Right of Entry. The Landlord or the Landlord's agent shall have the right to enter the Premises or any portion thereof at all times to examine the same, and to show them to prospective purchasers, lessees or mortgagees, and to make such repairs, alterations, improvements or additions as the Landlord may deem necessary or desirable, and the Landlord shall be allowed to take all material into and upon the Premises that may be required therefor without the same constituting an eviction of the Tenant, in whole or in part, and the rent reserved shall in no wise abate while said repairs, alterations, improvements, or additions are being made by reason of loss or interruption of business of the Tenant or otherwise, provided doing so is first coordinated with Tenant and does not unreasonably disrupt Tenant's ability to use the full demised premises for school purposes. The Landlord shall give the Tenant 5 days prior notice of its intent to make such repairs, alterations, improvements or additions. During the six (6) months prior to the expiration of the term of this Lease Agreement or the extended term, the Landlord may exhibit the Premises and every portion thereof to prospective tenants or purchasers, and place upon the Premises the usual notices such as "To Let" or "For Sale" which notices the Tenant shall permit to remain thereon without molestation. If the Tenant shall not be personally present to open and permit an entry into said Premises or any portion thereof at any time, when for any reason an entry therein shall be necessary or permissible, the Landlord or the Landlord's agents may enter the same by a master key, or may forcibly enter the same, without rendering the Landlord or such agents liable therefor, and without in any manner affecting the Tenant's obligations and covenants in this Lease Agreement. Nothing herein contained, however, shall be deemed or construed to impose upon the Landlord any obligation, responsibility or liability whatsoever for the care, maintenance or repair of the Premises or any part thereof, except as otherwise specifically provided herein.

16.2 Performance of the Tenant's Obligations by the Landlord. If the Tenant shall fail to keep or perform any of its obligations as provided in this Lease Agreement, then the Landlord may (but shall not be obligated so to do), upon the continuance of such failure on the Tenant's part for thirty (30) days after notice of such failure is given the Tenant by the Landlord and without waiving or releasing the Tenant from any obligation hereunder, as an additional but not exclusive remedy, make any such payment or perform any such obligation, and all sums so paid by the Landlord and all necessary incidental costs and expenses incurred by the Landlord in performing such obligation shall be deemed Additional Rent, shall bear interest at the lesser of twelve percent (12%) per annum or the maximum interest rate permitted by the laws of the State

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assignee has been first approved by the Landlord in writing as provided in Section 11 hereof, said consent shall not be unreasonably withheld.

18.4 Quiet Enjoyment. Except as otherwise provided herein, upon payment by the Tenant of the rents herein provided, and upon the observance and performance of all the covenants, terms and conditions on the Tenant's part to be observed and performed, the Tenant shall peacefully and quietly hold and enjoy the Premises and every portion thereof for the term hereby demised without hindrance or interruption by the Landlord or any other person or persons lawfully or equitably claiming by, through or under the Landlord, subject, nevertheless, to the terms and conditions of this Lease Agreement.

18.5 Waiver. The waiver by the Landlord of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or any subsequent breach of the same or any other term, covenant or condition hereof. Absent a written agreement at the time to the contrary, the subsequent acceptance of rent hereunder by the Landlord shall not be deemed to be a waiver of any preceding breach by the Tenant to pay the particular rental so accepted, regardless of the Landlord's knowledge of such preceding breach at the time of acceptance of such rent. No covenant, term or condition of this Lease Agreement shall be deemed to have been waived by the Landlord, unless such waiver be in writing signed by the Landlord.

18.6 Accord and Satisfaction. In the absence of a written agreement to the contrary, no payment by the Tenant or receipt by the Landlord of a lesser amount than the rent herein stipulated shall be deemed to be other than on account of the earliest stipulated rent, nor shall any endorsement or statement on any check or any letter accompanying any check or payment as rent be deemed an accord and satisfaction, and the Landlord may accept such check or payment without prejudice to the Landlord's right to recover the balance of such rent or pursue any other remedy in this Lease Agreement provided.

18.7 Entire Agreement. This Lease Agreement and the Exhibits attached hereto and forming a part hereof set forth all covenants, promises, agreements, conditions and understandings, either oral or written, between the parties hereto. Except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Lease Agreement shall be binding upon the Landlord or the Tenant unless reduced to writing and signed by each of them subsequent to the date hereof.

18.8 No Partnership. The Landlord does not, in any way or for any purpose, become a partner of the Tenant in the conduct of its business, or otherwise, or joint venturer or a member of a joint enterprise with the Tenant by virtue of this Lease Agreement.

18.9 Notices. Any notice, demand, request or other instrument which may be or are required to be given under this Lease Agreement shall be delivered in person or sent by United States certified mail with postage prepaid, and shall be addressed (a) if to the Landlord, at the address first hereinabove given or at such other address as the Landlord may designate by written notice, and (b) if to the Tenant, at the Premises or at such other address as the Tenant shall designate by written notice. Such notices shall be deemed effective as of the date of delivery, if personally delivered, or three (3) days following the deposit of same in the U.S. mails.

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18.10 Tenant, Defined, Use of Pronoun. The use of any singular pronoun to refer to the Landlord or the Tenant shall be deemed a proper reference even though the Landlord or the Tenant may be a partnership, a corporation, or a group of two or more corporations or some other entity. The necessary grammatical changes required to make the provisions of this Lease Agreement apply in the plural sense where there is more than one Landlord or Tenant and to either corporations, associations, partnerships, or governmental units shall be assumed as though in each case fully expressed.

18.11 Non-appropriation, Funding, Termination. The parties agree:

Notwithstanding any provision in this Lease to the contrary, Lessor understands and agrees that the payment of rent and the performance of other obligations under this Lease by the Charter School are subject to: (1) the appropriation of funds by the Anchorage School Board for the operations of the Charter School; and (2) the continuation of the Charter School's authorization to operate as a charter school including pursuant to the contract entered into between the Charter School and the Anchorage School Board. Therefore, no financial obligation on the part of the Charter School beyond the current fiscal year shall exist under this Lease unless and until an appropriation of funds to be expended on this Lease for the following fiscal year is made by the Anchorage School Board. In addition, this lease shall terminate in the event of lack of authorization to operate as a charter school, including as a result of termination of the Charter School's contract with the Anchorage School Board, for any reason, upon 120 days prior written notice given to the Lessor. Such events, and such notice and termination shall not constitute a default under this Lease. In the event of termination pursuant to this Section, the Charter School shall pay the monthly rent due through the date of termination and shall not be liable for any rent or other financial obligations, or any other obligations under this Lease, beyond the date of termination. Lessor understands and agrees that it is not an intended beneficiary of under any contract between the Anchorage School Board or Anchorage School District and the Charter School, and that the Anchorage School District is not a party to this Lease and that the Anchorage School District shall not be liable or subject to any liability or obligation under this Lease.

The parties further agree:

Upon termination of the Lease Agreement under this paragraph, no individual associated with the Charter School shall have any liability arising out of or based in anyway upon this Lease Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Lease Agreement to be duly executed as of the day and year first above written.

International Airport, LLC
("Landlord")

Rilke Schule
("Tenant")

By: 
R. Zelener, Member

By: 

CONSENT:

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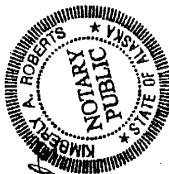
The Anchorage School District Consents to the foregoing Lease.

By: _____

STATE OF ALASKA)
) ss.
)

THIRD JUDICIAL DISTRICT

The foregoing instrument was acknowledged before me this 26 day of June 2007, by Steve Zetener, Member of International Airport, LLC an Alaska limited liability company, on behalf of the company.



Kimberly A. Roberts
Notary Public In And For Alaska
My Commission Expires: 1/1/11

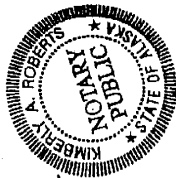
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STATE OF ALASKA)
) ss.
)

THIRD JUDICIAL DISTRICT

The foregoing instrument was acknowledged before me this 26 day of June 2007, by Klaus Mauer of Rülke Schule, a Charter school in the Anchorage School District, on its behalf.



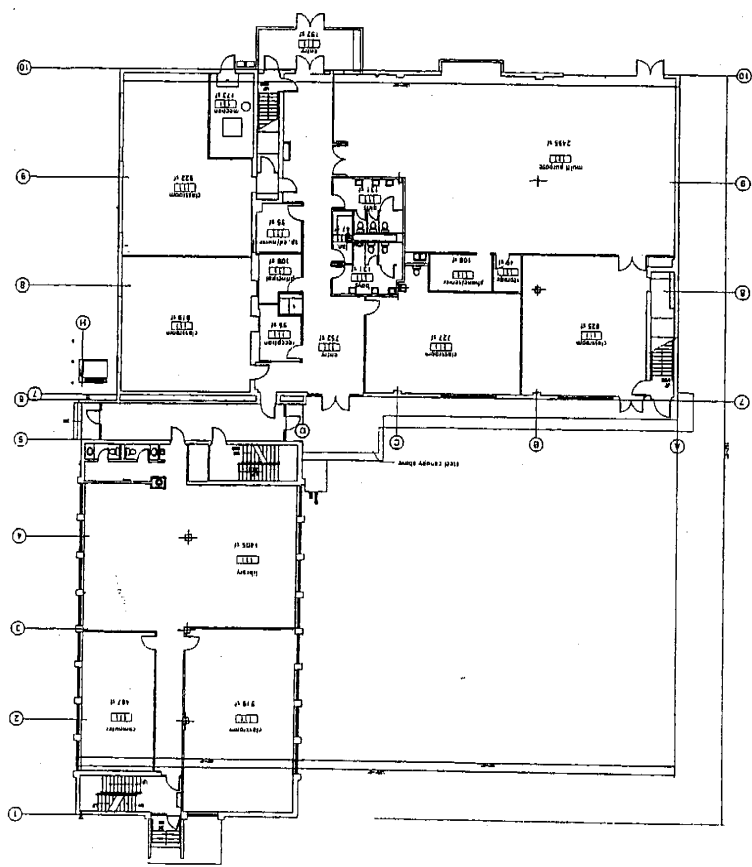
Kimberly A. Roberts
Notary Public In And For Alaska
My Commission Expires: 1/1/11

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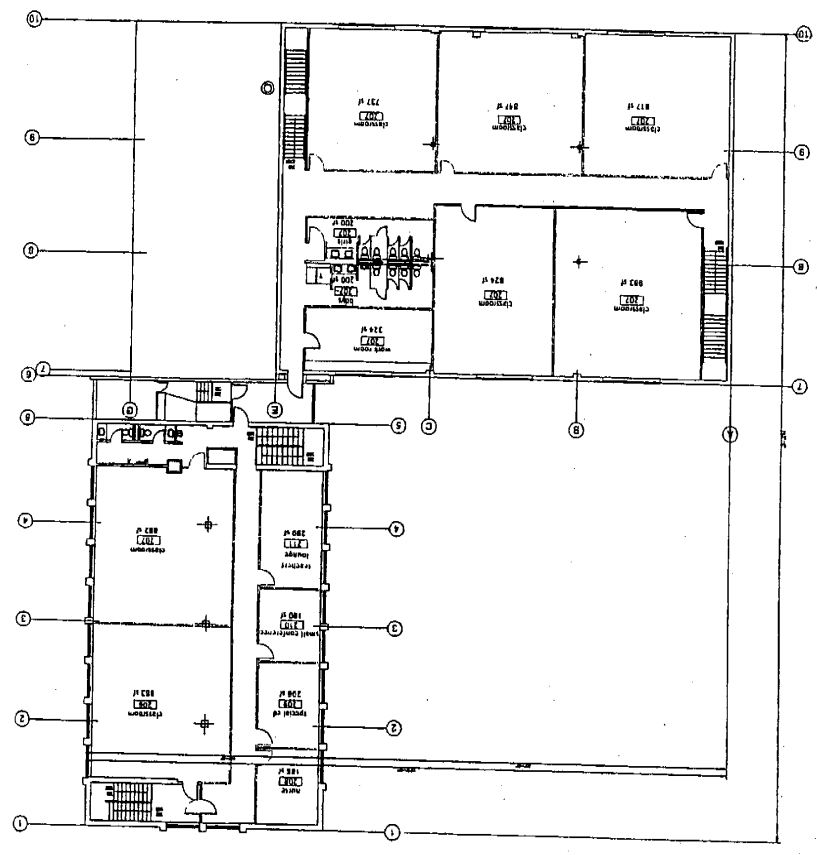
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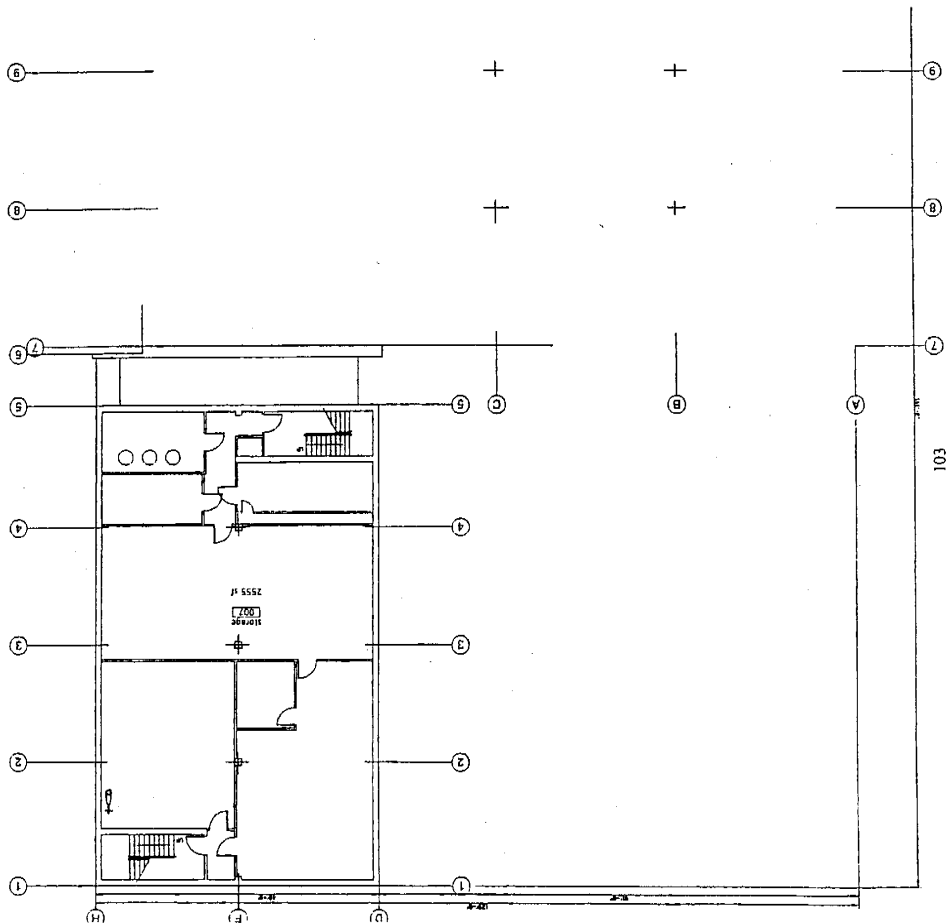
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S/E



**Rilke Schule Overall Student Projections
Future Growth Model with Classrooms**

| YEAR | No. of Classrooms Needed | | | | | | | | | | No. of Students | | | | | | | | | | | |
|------------|--------------------------|---|---|---|---|---|---|---|---|---|-----------------|-------|----|----|----|----|----|----|----|----|----|-----|
| | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | M | A | Total | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | ADM |
| 2008-2009 | 2 | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 12 | 46 | 41 | 26 | 21 | 21 | 14 | 19 | 7 | 7 | 202 |
| 2009-2010* | 4 | 2 | 2 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 15 | 77 | 44 | 45 | 26 | 20 | 23 | 13 | 11 | 5 | 264 |
| 2010-2011 | 2 | 3 | 2 | 2 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 15 | 44 | 75 | 42 | 42 | 24 | 18 | 20 | 12 | 10 | 287 |
| 2011-2012 | 2 | 2 | 3 | 2 | 2 | 1 | 1 | 1 | 0 | 1 | 1 | 16 | 44 | 50 | 70 | 40 | 40 | 22 | 17 | 19 | 11 | 313 |
| 2012-2013 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 1 | 1 | 1 | 1 | 18 | 44 | 50 | 47 | 65 | 38 | 38 | 20 | 16 | 18 | 336 |
| 2013-2014 | 2 | 2 | 2 | 2 | 3 | 2 | 2 | 1 | 1 | 1 | 1 | 19 | 44 | 50 | 47 | 44 | 60 | 36 | 36 | 18 | 15 | 350 |
| 2014-2015 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 1 | 1 | 1 | 18 | 44 | 50 | 47 | 44 | 42 | 55 | 35 | 33 | 16 | 366 |
| 2015-2016 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 1 | 1 | 1 | 18 | 44 | 50 | 47 | 44 | 42 | 40 | 50 | 32 | 30 | 379 |
| | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 1 | 1 | 19 | 44 | 50 | 47 | 44 | 42 | 40 | 35 | 45 | 29 | 376 |
| | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 2 | 1 | 1 | 19 | 44 | 50 | 47 | 44 | 42 | 40 | 35 | 30 | 40 | 372 |
| | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 1 | 1 | 1 | 18 | 44 | 50 | 47 | 44 | 42 | 40 | 35 | 30 | 28 | 360 |
| | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 1 | 1 | 1 | 18 | 44 | 50 | 47 | 44 | 42 | 40 | 35 | 30 | 28 | 360 |

*students as of 10/1/09

This model maximizes teacher and classroom efficiency. We would maintain two classrooms for each grade up through 6th grade, hopefully. Admitting new first graders will keep numbers consistent and stable for the first 2 grades, and offset attrition in the later grades. Inevitable attrition will keep class sizes competitively small but not unsustainably small. This still provides for enough children graduating to support advanced German classes at a feeder school. M is Music and A is Art.

The overall size of the school with this model has maximum numbers around 360-370 children. Assumptions are a pretty small attrition once we stabilize - only about 5% per class, lower than the city transiency rate. Admitting new first graders yearly will keep numbers stable between K and 1. Should attrition be higher, we would consider admitting more Kindergarten and 1st grade students.

APPENDIX S

| Grade Level | Geography and geographical concepts in German | Social Studies, history and historical concepts in German. |
|-------------|---|---|
| K | What is a map? What is a globe? world map, land, water, locate and name 5 continents; AK, Germany, poles. | Myself, my family, school personnel Name, address, phone by heart Name city, state, country, president, governor, mayor |
| 1 | Review continents, poles, add equator, compass directions, oceans of the world Map of Europe (locate and know German-speaking countries and their capitals); Northern and southern hemispheres, intro to countries of the world | Main Alaskan towns United States: intro to states, where kids have traveled Capital of US -- what and where Review president, governor, mayor Native peoples of the United States |
| 2 | Review continents, countries of the world, be able to name neighboring countries, oceans, mtn ranges, lakes, world records (highest mtn, etc). Learn to read map legends. Intro to US geog: states, mtn ranges, rivers, climates, lakes; | history and geography of Anchorage make map of school intro to US history: general overview |
| 3 | Geography of Alaska: areas, main towns, rivers, mtn ranges, lakes; review of US geography, states & capitals (memorize) | history of Alaska Alaskan natives; Germans in Alaska |
| 4 | Map scale; relief maps, contour lines; longitude and latitude, time zones. Geography of Europe as relating to history units | What is history? Archeology, ice age man, stone, iron ages, Germanic tribes, Egypt, Rome, Greece, Atzecs, Mayans and Incas, history of China, history of Japan |

| | | |
|---|---|---|
| 5 | Selected countries of the world, one from each continent (student reports); languages; review states and capitals of US | Middle Ages, Renaissance, Reformation, Age of Exploration, colonization of US, US Revolution, Industrial revolution; Immigration |
| 6 | Geography, economy of the German-speaking countries (Sechs Länder, eine Sprache), compare to US and Alaska | Westward expansion of the US; the age of colonization of the world; German colonies; Civil War and Reconstruction in the US, Spanish-American War; German history of the 19 th century |
| 7 | Review of world geography in depth | US, German and world history, 1872 - 1933 |
| 8 | Governments of the world; world resources, climate issues; ecology | US, German and world history, 1933 – present, including Holocaust |



Anchorage School District

2010-11 School Year Calendar*

| S | M | T | W | T | F | S |
|------------------|----|-----|----|----|----|----|
| July | | | | | | |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| August | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | K-1 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| September | | | | | | |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |
| October | | | | | | |
| | | | | | 1 | 2 |
| 3 | 4 | T | T | T | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |
| November | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |
| December | | | | | | |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| | |
|------------------|--|
| AUGUST | |
| 12 | Teachers' first day |
| 13,16 | State released professional development day** |
| 17 | Classes begin for grades 2-12 |
| 24 | Classes begin for grades K-1 |
| SEPTEMBER | |
| 6 | Labor Day holiday |
| OCTOBER | |
| 5-7 | State assigned testing days |
| 15 | End of first quarter. State released grade reporting day.** |
| 27-28 | Parent conference days. School schedules and student-release times vary. Check with your school for specific schedule. |
| 29 | State released professional development day.** |
| NOVEMBER | |
| 25-26 | Thanksgiving holiday |
| DECEMBER | |
| 17 | End of second quarter. State released grade reporting day.** |
| 20-31 | Winter break |
| JANUARY | |
| 17 | Martin Luther King, Jr. birthday - no school |
| FEBRUARY | |
| 14 | Presidents Day |
| MARCH | |
| 4 | End of third quarter. State released grade reporting day.** |
| 7-11 | Spring Break |
| 16-17 | Parent conference days. School schedules and student-release times vary. Check with your school for specific schedule. |
| 18 | State released professional development day.** |
| 31 | State assigned testing day. |
| APRIL | |
| 5-7 | State assigned testing days. |
| MAY | |
| 19 | Classes end. End of fourth quarter. |
| 20 | Teachers' last day. |
| 30 | Memorial Day holiday |

| S | M | T | W | T | F | S |
|-----------------|-----|----|----|----|----|----|
| January | | | | | | |
| | | | | | | 1 |
| 2 | (3) | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |
| February | | | | | | |
| | | | 1 | 2 | 3 | 4 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | | | | | |
| March | | | | | | |
| | | | 1 | 2 | 3 | 4 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | T | | |
| April | | | | | | |
| | | | | | | 1 |
| 3 | 4 | T | T | T | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| May | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| June | | | | | | |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

- () Beginning, end of quarter
- ☐ Vacation day, holiday
- ☐ State released in-service day**
- Parent conference
- Teachers beginning, ending days
- ▲ School beginning, ending days
- T Statewide testing
- K-1 Kindergarten/first-grade begins

* subject to change

** students do not attend school

Rilke Schule German School of Arts and Sciences
Principal Evaluation Form

Principal: Crystal Wrabetz

| | Area of Improvement | Proficient | Exceptional |
|---|---------------------|------------|-------------|
| <i>Programmatic and Academic</i> | | | |
| Ensure compliance with the Rilke Schule Charter | | | |
| Oversee student testing and student performance | | | |
| Maintain regular and positive communication with students and parents | | | |
| Spend quality time in each classroom weekly | | | |
| Draft and maintain a comprehensive school year calendar | | | |
| Create the master teaching schedule and any special assignments | | | |
| Conduct all parent orientation meetings, whether during school hours, weekends or evenings | | | |
| Act as an Academic Advisor for the Rilke Schule Academic Policy Committee pursuant to the Rilke Schule Charter | | | |
| Attend all evening and weekend meetings and events associated with Rilke Schule and its students | | | |
| Conduct quarterly academic award assemblies as well as other parent meetings and school programs on behalf of the school | | | |
| Responsible for the active supervision of the loading and unloading of students before and after school for both safety and effectiveness | | | |
| Responsible for the active supervision of lunch, recess, and playground activities | | | |
| Maintain high standards of student conduct and enforce discipline as necessary, according due process to the rights of students | | | |
| Provide and present the Charter School progress report to the School Board at the end of the school year in cooperation with the APC | | | |
| Implement Rilke Schule's language immersion instructional program | | | |
| Engage in team building with staff and community | | | |
| Assume responsibility for his/her own professional growth and development through membership and participation in the affairs of professional organizations, through attendance at regional, state, and national meetings, through enrollment in advanced courses, and the like | | | |

| | | | |
|--|--|--|--|
| Attend language immersion training with the staff when provided, and ensure adequate implementation of immersion principles | | | |
| Schedule trainings as necessary to support Rilke Schule's program | | | |
| Supervise all activities and programs that are outgrowths of the school's curriculum, such as the student exchange and partner school program, and the adult education program | | | |
| "Exit Interview" parents of students who leave the program to gain insight as to where the program can be improved and where it succeeds | | | |
| Serve as an ex officio member of all committees and councils within the school | | | |
| Organize and administer the public relations program for the school | | | |
| Perform other duties as assigned by the APC | | | |
| <i>Administrative</i> | | | |
| Manage the operation of Rilke Schule's offices | | | |
| Hire and supervise staff, including administrative, secretarial, teaching, aide, nurse, and custodial staff | | | |
| List vacant positions with ASD Human Resources, conduct interviews in collaboration with the APC, and fill vacancies in a timely manner to ensure ongoing success of the program | | | |
| Maintain accurate and confidential student records in accordance with ASD policy | | | |
| Manage/supervise implementation and maintenance of internal computers and technology equipment and software programs | | | |
| Ensure the maintenance and update of the Rilke Schule web site | | | |
| Promote high staff morale and commitment to professional competence | | | |
| Manage/supervise student and staff safety (risk management) | | | |
| Plan and supervise fire drills and an emergency preparedness program as required by law | | | |
| Ensure that school equipment, materials, and facilities are maintained in good condition | | | |
| Ensure compliance with ASD policies and procedures, reporting requirements, and applicable laws, rules, regulations, and ordinances | | | |
| Meet with the APC at least quarterly each year to monitor progress in achieving the APC's policies and goals | | | |

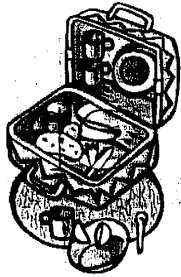
| | | | |
|---|--|--|--|
| Coordinate with the labor relations office and respective labor unions in the case of termination or non-retention to ensure compliance with statutory due process requirements | | | |
| <i>Finances</i> | | | |
| Draft annual budget and collaborate with APC to create final annual budget | | | |
| Present annual operating budget to ASD Administration | | | |
| Enter APC approved operating budget into ASD system as required by ASD Administration | | | |
| Present quarterly operating budget/expenditure updates to the APC | | | |
| Monitor operating budget regularly to ensure that it is used for intended purposes and is not exceeded | | | |
| Manage operational budget accounting functions, including purchasing, receiving, accounts payable, and accounts receivable, interfacing with ASD Administration | | | |
| Manage or supervise purchasing of curriculum, supplies, materials, and equipment as authorized by the APC; follow up to ensure timely receipt of purchases | | | |
| Maintain accurate records of purchasing and receiving documents including notation of funding source | | | |
| Maintain vendor/specialist contracts and ensure follow through on contract terms from both vendor/specialist and ASD | | | |

Area for Improvement indicates a requirement to expand upon skills in this area.

Proficient indicates effective skills in knowledge and implementation in this area.

Exceptional indicates satisfactory and advanced skills and mastery of knowledge and implementation in this area.

More healthy lunch suggestions...



- ◆ Ants on a log (celery stick with peanut butter and raisins)
- ◆ Plain pasta (better: whole wheat pasta) with olive oil and parmesan cheese
- ◆ Wrap sandwiches - soft whole wheat tortilla with, for example, chicken, shredded carrot, spinach leaves, shredded cheese and ranch dressing
- ◆ Cheerios (plain or multigrain) and raisins - possibly to mix with

yogurt or just eat from a bag, or other healthy dry cereals and some types of granola

- ◆ Whole grain bread with lunchmeat and/or cheese, or peanut butter and "spreadable fruit" jelly (this kind has no sugar added)
- ◆ Mini bagels—they, too, come in whole wheat—topped with cheese
- ◆ Whole grain bread, whole wheat tortillas, whole wheat English muffins
- ◆ Waffles, pita bread (whole wheat/whole grain are available in stores)
- ◆ Granola or cereal bars - sometimes these are loaded with sugar, so check ingredients carefully.
- ◆ Crackers—Triscuits, wheat thins, whole grain crackers, goldfish.

Need more ideas? Check out: <http://kidshealth.org/>

Check out our Nutrition page on our school website at www.rilkeschule.org for other helpful ideas. Send in your ideas for healthy lunches to info@rilkeschule.org and we will add them to the school website!!

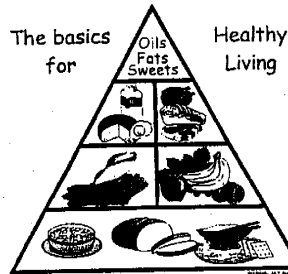
Prepared by Antje Carlson, Ann Woese, and Liz Crafford



Rilke Schule
German School of Arts & Sciences

Eat smart!
Be healthy!

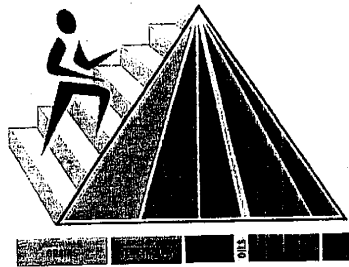
Guidelines & Ideas for Preparing
Nutritious & Healthy School Lunches



Rilke Schule Nutrition Policy
Students bring their own lunches and eat in either their classrooms or a multi-purpose room at the school. Rilke Schule advocates and promotes a healthy food policy. No candy, cookies, cake, puddings, other sugary food or fried chips are allowed in lunches or snacks. Milk, 100% fruit juice, and water are acceptable drinks; no soda pop is permitted.



FOOD PYRAMID'S NEW DIMENSIONS



At Rilke Schule we believe in healthy living through eating nutritious food and engaging in regular exercise.

We have created this pamphlet to help our parents prepare healthy snacks and lunches for their children. The goal of our nutrition policy is to help parents develop lifelong healthy eating habits with their children.

Teach your children about healthy foods—whole grains, vegetables, fruits and milk as the foundation of their diet for healthy living. Important things to avoid are foods high in corn syrup, sugar, sodium, fat and other processed ingredients. There are many great resources out there to help you learn about food labeling and healthy food. Be sure to check out <http://www.fda.gov/food/labelingnutrition/ConsumerInformation/ucm078389.htm> and other resources on the school web site for more information.

If children bring inappropriate food for lunch to school, teachers will ask children to return it to their lunch boxes and save it for the afternoon after they have left Rilke Schule.



What should I pack in a Rilke lunch?
Here are some suggestions you can try!

- ◆ Fresh fruit (apples, melons, grapes, orange slices, bananas, strawberries...)
- ◆ Canned fruit - look for the kind packed in natural juices instead of syrup
- ◆ Dried fruit - such as apricots, raisins, figs, plums...
- ◆ Applesauce - look for the kind without added sugar or corn syrup
- ◆ Apple slices or chunks with cinnamon to hide any browning.
- ◆ Cheese: sticks, cubes, slices, or shredded
- ◆ Tuna, or other delicious fish, like smoked salmon
- ◆ Cottage cheese
- ◆ Sliced lunchmeat (ham, turkey, roast beef, chicken), in a sandwich or just rolled up by itself, or rolled around a cheese stick.
- ◆ Chopped chicken, ham, turkey, or slices of pepperoni or salami
- ◆ Peanut butter (on whole grain bread, or as a dip or spread for apples or crackers)
- ◆ Hard-boiled eggs
- ◆ Yogurt - look for all natural or organic kinds, they have less sugar and sometimes no corn syrup.
- ◆ Cream cheese spread for bread or crackers (herbed or plain)
- ◆ Mini-carrots, broccoli, celery, cauliflower, etc. with ranch dressing)
- ◆ Olives, whole or sliced

APPENDIX W

RILKE SCHULE GERMAN CHARTER SCHOOL OF ARTS AND SCIENCES
 GERMAN PROFICIENCY OUTCOME K-8

| ACTFL Standard | The student will: | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|--------------------|--|-----|-----|-----|-----|---|---|---|---|---|
| 1.1 | 1. be able to print the German alphabet | I/M | R | | | | | | | |
| 1.1, 2.1 | 2. be able to write in German script | I/P | P | P | M | R | | | | |
| 1.1, 2.1 | 3. be able to join script correctly | I/P | P | P | M | R | | | | |
| 1.1 | 4. be able to copy correctly from the board | I/P | P | M | R | | | | | |
| 1.1, 1.2 | 5. recognize and name classroom items | I/P | P/E | E | M | R | | | | |
| 1.1, 1.2, 2.1 | 6. recognize and name basic colors | I/P | P/E | E/M | R | | | | | |
| 1.1, 1.2, 2.1 | 7. ask and say name | I/P | M | R | | | | | | |
| 1.1, 1.2 | 8. repeat words with accuracy | I/P | P | M | R | | | | | |
| 1.1, 1.2, 1.3 | 9. name parts of the head | I/P | E | M | R | | | | | |
| 1.2 | 10. recognize consonant sounds | I/P | P | P/M | R | | | | | |
| 1.2 | 11. recognize vowel sounds | I/P | P | P | M | R | | | | |
| 1.1, 1.2 | 12. recognize and say numbers to 100 | I/P | P/M | R | | | | | | |
| 1.1, 1.2, 1.3 | 13. identify common zoo animals | I/P | P/E | E/M | R | | | | | |
| 1.1, 1.2, 3.1, 5.1 | 14. identify common Alaskan animals | I/P | P/E | E | E/M | R | | | | |
| 1.1, 1.2, 1.3, 2.1 | 15. name common pets | I/P | P | E | M | R | | | | |
| 1.2 | 16. understands classroom commands | I/P | P | E | M | R | | | | |
| 1.1, 2.1 | 17. be able to ask for repetition | I/P | M | R | | | | | | |
| 1.1, 1.2 | 18. be able to indicate understanding or lack of understanding | I/P | P | M | R | | | | | |
| 1.1 | 19. ask for permission to do something or go somewhere | I/P | P | E | M | R | | | | |
| 1.1 | 20. ask for permission to borrow an object | I/P | P | M | R | | | | | |
| 1.1, 2.1 | 21. use appropriate greetings and farewells | I/P | P | E | E | M | R | | | |
| 1.1, 2.1, 4.1 | 22. know days of week | I/M | E | M | | | | | | |
| 1.2, 1.2, 1.3, 4.2 | 23. know months, seasons | I/P | P/M | R | | | | | | |
| 1.2, 1.3 | 24. give current year | I/P | M | R | | | | | | |
| 1.1, 1.2, 1.3 | 25. give daily weather | I/P | P/E | E | M | R | | | | |
| 1.1, 1.2, 1.3 | 26. give yesterday's weather | I | P | P/E | E | M | R | | | |
| 1.1, 2.1, 4.2 | 27. recognize general temperatures in Celsius | C | I | P | P | E | E | M | R | |
| 1.1 | 28. name family members | I/P | P/E | E | M | R | | | | |
| 1.1, 1.2, 1.3 | 29. describe self | I/P | P | E | E | M | R | | | |
| 1.1, 1.2, 1.3 | 30. describe others | I/P | P | E | E | M | R | | | |
| 1.1, 1.3, 2.2, 4.2 | 31. name common foods eaten at lunch | I/P | P | E | E | M | R | | | |
| 1.1, 1.3, 2.2, 4.2 | 32. name other common foods | C | I/P | E | E | M | R | | | |

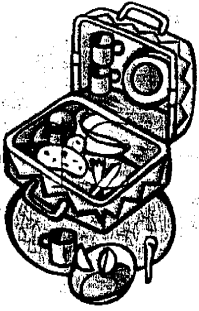
| ACTFL Standard | The student will: | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|------------------------------|--|-----|-----|---|-----|---|---|---|---|---|
| 1.1, 2.2, 4.2 | 33. identify healthy foods | I/P | P | E | E | M | R | | | |
| 1.2, 2.1, 4.2 | 34. use appropriate terms to play games | I/P | P | E | M | R | | | | |
| 1.2, 2.1, 4.2 | 35. name body parts | I/P | P | E | E | E | E | M | R | |
| 1.2, 2.1, 3.1, 3.1, 3.2, 4.2 | 36. know functions and uses of body parts | C/I | P | P | E | E | E | E | M | R |
| 1.1, 1.3 | 37. names the five senses | I/P | M | R | | | | | | |
| 1.1, 3.1, 3.2, 4.2 | 38. gives uses of the senses | C/I | P | E | E | M | R | | | |
| 1.1, 1.2, 2.1, 3.1, 3.2 | 39. be able to do math functions to 20 | I/P | M | R | | | | | | |
| 1.1, 1.2 | 40. recognize and use classroom verbs | I/P | P/E | E | M | R | | | | |
| 1.1, 1.2 | 41. read diphthongs correctly | I/P | P | M | R | | | | | |
| 1.1, 1.2 | 42. distinguish between short and long vowel sounds. | C | I/P | P | M | R | | | | |
| 1.1 | 43. put a picture story in the right order | I/P | M | R | | | | | | |
| 1.1, 4.1 | 44. use inverted word order as required | I/P | P | E | M | R | | | | |
| 1.1, 4.1 | 45. use subordinate word order as required | I | P | P | E | E | E | M | R | R |
| 1.1 | 46. spell numbers correctly | I | P | P | E | E | M | R | | |
| 1.1, 1.2, 4.1, 2.1 | 47. use comma instead of declinal point in German numbers | I | P | P | E | M | R | | | |
| 1.2, 2.1, 4.1 | 48. use space or period instead of comma in large numbers | I | P | P | E | M | R | | | |
| 1.1, 1.2 | 49. tell wishes and preferences | | | I | P | P | M | R | | |
| 1.1, 1.2, 2.1, 2.2, 4.2 | 50. name and locate places in the school | I/P | P | E | E | M | R | | | |
| 1.1, 1.2, 4.1 | 51. recognize that nouns have gender | I/P | E | M | R | | | | | |
| 1.1, 1.2, 4.1 | 52. recognize and use definite and indefinite articles of masculine, feminine, neuter and plural nouns in the accusative case. | I | P | M | R | | | | | |
| 1.1, 1.2, 4.1 | 53. recognize and use definite and indefinite articles of masculine, feminine, neuter and plural nouns in the accusative case. | C | I/P | P | E | M | R | | | |
| 1.1, 1.2 | 54. tell how he/she feels | I/P | P/E | E | M | R | R | | | |
| 1.1, 1.2 | 55. tell what hurts, what is wrong | I/P | P/E | E | M | R | R | | | |
| 1.1, 1.2, 4.1 | 56. uses correct verb endings in the present tense | I/P | P/E | E | E | M | R | | | |
| 1.1, 1.2, 4.1 | 57. uses modal verbs in the present tense | I/P | P | M | R | | | | | |
| 1.1, 1.2 | 58. uses correct forms of stem-changing verbs in the present tense | I/P | P | E | E/M | R | R | R | | |
| 1.1, 1.2, 2.1, 2.2, 4.2 | 59. identify common items of clothing | C | I | P | P/E | M | R | R | | |
| 1.1, 1.2 | 60. tell time on the 12-hour clock | I/P | P/E | E | E | M | R | | | |
| 1.1, 1.2, 2.1, 2.2, 4.1, 4.2 | 61. tell time on the 24-hour clock | I | P | E | E | M | R | | | |
| 1.1, 1.2 | 62. use regular comparative and superlative adverbs and predicate adjectives | C | I | P | E | M | R | R | | |

| 1.1, 1.2, 4.1 | 63. use irregular comparative and superlative adverbs and predicate adjectives | | G | C | C | I | P | M | R | R | R | | | | | | | | | | |
|--|---|--|-----|-----|-----|---|-----|-----|---|---|---|---|--|--|--|--|--|--|--|--|--|
| 1.1, 1.2, 4.1 | 64. use regular and irregular comparative and superlative adjectives to modify a noun | | C | C | C | I | P | P | E | E | M | R | | | | | | | | | |
| 1.1, 1.2 | 65. use predicate adjectives | | I/P | F | M | R | | | | | | | | | | | | | | | |
| 1.1, 1.2, 4.1 | 66. use adjectives to modify a noun | | C | C | C | I | P | P | E | E | M | R | | | | | | | | | |
| 1.1, 1.2 | 67. compare items | | I | C | P | P | E | M | R | | | | | | | | | | | | |
| 1.1, 1.2, 1.3, 3.2 | 68. describe animals | | C | C | I | P | E | M | R | | | | | | | | | | | | |
| 1.1, 1.2 | 69. excuse him/herself | | I/P | M | | | | | | | | | | | | | | | | | |
| 1.1, 1.2 | 70. ask questions using interrogatives | | I | P | E | M | R | | | | | | | | | | | | | | |
| 1.1, 1.2, 3.1 | 71. ask questions using inverted word order | | I | P | M | R | | | | | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 4.1 | 72. be able to show approval and disapproval | | I | P | E | M | R | | | | | | | | | | | | | | |
| 1.1, 1.2, 1.3 | 73. talk about free time activities in the present tense | | I | P | E | E | M | R | | | | | | | | | | | | | |
| 1.1, 1.2, 1.3 | 74. talk about free time activities in the present perfect | | I | P | E | E | M | R | | | | | | | | | | | | | |
| 1.1, 1.2 | 75. be able to make dates and plans | | C | C | C | I | P | E | E | M | R | | | | | | | | | | |
| 1.1, 2.1, 2.2, 4.1 | 76. read and interpret a German weather map | | C | C | I/P | P | E | M | R | | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.2, 4.1, 4.2 | 77. name and describe professions | | C | I | P | E | M | R | | | | | | | | | | | | | |
| 1.1, 1.2, 1.3 | 78. talk about his/her vacation in the present perfect tense | | C | C | I | P | E | M | R | | | | | | | | | | | | |
| 1.1, 1.2, 3.1, 3.2, 4.2 | 79. identify the native trees of Anchorage | | C | C | I | P | P/M | R | | | | | | | | | | | | | |
| 1.1, 1.2, 3.1, 3.2 | 80. identify common items in nature | | I | P | E | M | R | | | | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4.1, 4.2, 5.1, 5.2 | 81. identify and discuss ecological problems in Alaska and Germany | | C | C | I | P | E | M | R | | | | | | | | | | | | |
| 1.1, 1.2, 2.2, 4.2 | 82. identify common buildings in a German and American town | | C | I | P | E | M | R | | | | | | | | | | | | | |
| 1.1, 1.2, 1.3, 3.1, 3.2 | 83. do research in German on Alaskan animals and present results | | | I/P | E | E | M | R | | | | | | | | | | | | | |
| 1.1, 1.2, 1.3, 3.1, 3.2 | 84. do research on German animals and present results | | | C | I/P | P | E | M | R | | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.2, 4.2, 5.1, 5.2 | 85. be able to buy and sell items in a variety of German stores | | C | C | I | P | E | M | R | | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.2, 3.2, 4.2, 5.1, 5.2 | 86. use a German map to find their way and to give directions | | | | I/P | | | E | M | R | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4.2, 5.1, 5.2 | 87. recognize and name the main types of German architecture | | | | | | | I/P | E | M | R | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4.2, 5.1, 5.2 | 88. recognize and name the main attractions in the towns of our partner schools | | C | C | C | I | E | M | R | | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.2, 3.1, 3.2 | 89. name and locate the German-speaking countries | | C | I/P | M | R | | | | | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4.2, 5.1, 5.2 | 90. recognize and name the famous monuments and sights in the German-speaking countries | | C | C | C | I | P | E | E | M | R | | | | | | | | | | |

| | | | | | | | | | | | | | | | | |
|---|--|-----|-----|-----|-----|---|---|---|---|---|---|---|--|--|--|--|
| 1.1, 1.2, 1.3, 3.2, 4.2, 5.1, 5.2 | 91. recognize and name the various types of houses and housing in the United States and the German-speaking countries. | | | | | | | | | | | | | | | |
| 1.1, 1.2, 1.3, 4.1, 4.2 | 92. name the rooms and parts of a house and apartment | I | P | E | E | M | R | | | | | | | | | |
| 1.1, 1.2, 1.3, 2.2, 4.2 | 93. name the furniture in a house in America and in a German country | I | P | E | E | M | R | | | | | | | | | |
| 1.1, 1.2, 1.3, 2.1, 2.2, 3.2, 4.2, 5.2 | 94. be able to extract information from a German TV guide | | | | I | P | E | M | R | | | | | | | |
| 1.1, 1.2, 1.3, 2.1, 2.2, 3.1, 3.2, 4.1, 4.2, 5.1, 5.2 | 95. use common recycling and environmental expressions correctly | C | C | | I/P | | | P | E | E | M | R | | | | |
| 1.1, 1.2, 1.3 | 96. be able to give opinion and back it up with supporting arguments | C | C | I | P | | | E | E | E | M | R | | | | |
| 1.1, 1.2, 1.3 | 97. be able to retell a story, capturing the main details | C | I | P | P | | | E | M | R | R | | | | | |
| 1.1, 1.2 | 98. recognize regional greetings | | | | C | | | I | P | E | M | R | | | | |
| 1.1, 1.2 | 99. understand orally spelled-out words | C | I/P | | E | M | R | | | | | | | | | |
| 2.1, 2.2, 3.1, 4.2, 5.1, 5.2 | 100. sing traditional songs of the German-speaking countries | I | E | E | E | | | E | E | E | M | R | | | | |
| 1.1, 1.2 | 101. use possessive adjectives correctly | I/P | P | | E | M | R | | | | | | | | | |
| 1.1, 1.2, 4.1 | 102. use correct case endings on possessive adjectives | C | I | P | E | | | E | E | E | M | R | | | | |
| 1.1, 1.2, 3.1, 4.2 | 103. know the capitals of the German-speaking countries | | I/P | M | R | | | | | | | | | | | |
| 1.1, 1.2, 3.1, 2.2, 4.2 | 104. recognize the flags of the German-speaking countries | C | I/P | M | R | | | | | | | | | | | |
| 1.1, 1.2, 2.2, 4.2 | 105. understand the code on license plates of German-speaking areas | | | | | | | | | | | | | | | |
| 1.1, 1.2, 2.2, 4.2, 5.1, 5.2 | 106. be able to use Euro currency and know its value | C | C | I/P | E | | | P | E | E | M | R | | | | |
| 1.1, 1.2, 2.2, 4.2, 5.1, 5.2 | 107. know which countries use Swiss Francs and their value | C | C | I | P | | | E | M | R | | | | | | |
| 1.1, 1.2, 1.3, 3.2 | 108. know which German-speaking countries belong to the European Union | | | | I | P | M | | | | | | | | | |
| 1.1, 1.2, 3.1, 3.2, 5.2 | 108. has a general understanding of the significance of the European Union | | | | I | P | | E | E | E | M | R | | | | |
| 1.1, 1.2 | 109. be able to construct and deconstruct compound nouns | C | I | P | E | | | M | R | | | | | | | |
| 1.1 | 110. know rule for gender of compound nouns | | | | I | P | M | R | | | | | | | | |
| 1.1, 1.2 | 111. use definite and indefinite articles correctly in oblique cases | C | C | I | P | | | E | E | E | M | R | | | | |
| 1.1, 1.2 | 112. use "haben" correctly in present tense | C | I/P | M | R | R | | | | | | | | | | |
| 1.1, 1.2 | 113. use forms of verb "sein" correctly in present tense | C | I/P | M | R | R | | | | | | | | | | |
| 1.1, 1.2, 4.1 | 114. use correct auxiliary verb in present perfect tense | C | C | C | I/P | | | E | M | R | | | | | | |
| 1.1, 1.2 | 115. use ordinal numbers | C | I/P | P | E | | | M | R | | | | | | | |
| 1.1, 1.2, 1.3 | 116. use correct adjective endings with ordinal numbers | C | C | I/P | P | | | E | E | E | M | R | | | | |
| 1.1, 1.2, 1.3, 2.1, 2.2, 4.2 | 117. name German and American school subjects | C | I | P | E | | | M | R | | | | | | | |
| 1.1, 1.2 | 118. use separable prefix verbs correctly in present tense | C | C | I | P | | | M | R | | | | | | | |
| 1.1, 1.2 | 119. use separable prefix verbs correctly in present perfect tense | C | C | I | P | | | E | M | R | | | | | | |
| 1.1, 1.2 | 120. use future tense | C | C | C | I | | | P | E | M | R | | | | | |

| | | | C | C | C | I | P | P | E | M | R | R |
|--|--|--|---|---|---|---|---|---|---|---|---|---|
| 1.1, 1.2 | 121. use imperfect tense to narrate stories | | | | | | | | | | | |
| 1.1, 1.2, 1.3, 2.1, 4.1 | 122. use numbers in correct order to indicate dates | | I | P | P | M | | | | | | |
| 1.2, 1.2, 1.3, 2.1, 2.2, 3.1, 3.2, 4.2, 5.1, 5.2 | 123. know main holidays and celebrations of the German-speaking country and can contrast and compare them with the United States | | I | E | E | E | E | E | E | M | R | R |
| 1.1, 1.2, 4.1 | 124. negate sentences (nicht and kein) | | I | P | P | P | P | P | E | E | M | R |
| 1.1, 1.2, 1.3 | 125. relate a sequence of events using appropriate conjunctions | | C | I | P | P | P | P | P | M | R | R |
| 1.1, 1.2, 4.1 | 126. use subordinate clauses correctly | | C | C | C | C | C | C | C | P | E | M |
| 1.1, 1.2 | 127. use correct case after prepositions | | C | C | C | C | C | C | C | E | E | M |
| 1.1, 1.2, 4.1 | 128. use accusative reflexive verbs | | C | C | C | C | C | C | C | E | P | M |
| 1.1, 1.2, 4.1 | 129. use dative reflexive verbs | | C | C | C | C | C | C | C | E | P | M |
| 1.2 | 130. understand when passive voice is used | | C | C | C | C | C | C | C | E | M | R |
| 1.1, 1.2, 1.3 | 131. use passive voice | | C | C | C | C | C | C | C | I | P | M |
| 1.1, 1.2, 4.1 | 132. understand when relative clauses are used | | C | C | C | C | C | C | C | C | E | M |
| 1.1, 1.2 | 133. know when to use the subjunctive instead of indicative | | C | C | C | C | C | C | C | C | E | M |
| 1.1, 1.2, 1.3 | 134. use "würde" form of subjunctive | | C | C | C | C | C | C | C | I | P | M |
| 1.2 | 135. understand articles and stories written using subjunctive I | | C | C | C | C | C | C | C | C | E | M |
| 1.1, 1.2 | 136. use subjunctive II | | C | C | C | C | C | C | C | I | P | M |
| 1.1, 1.2, 1.3, 2.2, 3.1, 3.2, 4.1, 4.2, 5.1, 5.2 | 137. read traditional fairy tales, legends and children's literature from the German-speaking countries | | I | P | E | E | E | E | E | E | E | E |
| 1.1, 1.2, 1.3, 2.1, 2.2, 4.1, 4.2, 5.1, 5.2 | 138. understand the school systems in the German-speaking countries | | C | I | E | E | E | E | E | E | M | R |
| 1.1, 1.2, 2.1, 3.1, 3.2, 5.1, 5.2 | 139. know about famous people in history, art, music, science and sports from German-speaking countries | | I | E | E | E | E | E | E | E | M | R |
| 1.1, 1.2, 3.1, 3.2, 5.1, 5.2 | 140. know about notable people from German-speaking countries who played an important role in the United States or Alaska | | I | E | E | E | E | E | E | E | M | R |
| 1.1, 1.2, 1.3, 2.2 | 141. know the important products of the German-speaking countries | | C | C | C | C | C | C | C | E | M | R |
| 1.1, 1.2, 1.3, 2.1, 2.2, 4.2, 5.1, 5.2 | 142. be able to eat European-style, including the correct wishes before a meal | | C | I | P | P | M | | | | | |
| 1.1, 1.2, 1.3, 2.1, 2.2, 4.1, 4.2, 5.1, 5.2 | 143. recognize and name some foods typical of the German-speaking countries. | | I | E | E | E | E | E | E | E | M | R |
| 1.1, 1.2, 2.1, 2.2, 4.2 | 144. recognize and understand European traffic signs | | | | | | | | | | | |
| 1.1, 1.2, 2.1, 2.1, 3.1, 3.2, 4.2, 5.1, 5.2 | 145. name common sports played in America and in the German-speaking countries | | I | P | E | E | E | E | E | E | M | R |
| 1.1, 1.2, 1.3, 2.2, 3.1, 3.2, 5.1, 5.2 | 146. student can locate on a map and name the main rivers, lakes, seas, canals, mountains and forests of the German-speaking countries | | I | E | E | E | E | E | E | E | M | R |

More healthy lunch suggestions...



- ◆ Ants on a log (celery stick with peanut butter and raisins)
- ◆ Plain pasta (better: whole wheat pasta) with olive oil and parmesan cheese
- ◆ Wrap sandwiches - soft whole wheat tortilla with, for example, chicken, shredded carrot, spinach leaves, shredded cheese and ranch dressing
- ◆ Cheerios (plain or multigrain) and raisins - possibly to mix with

yogurt or just eat from a bag, or other healthy dry cereals and some types of granola

- ◆ Whole grain bread with lunchmeat and/or cheese, or peanut butter and "spreadable fruit" jelly (this kind has no sugar added)
- ◆ Mini bagels—they, too, come in whole wheat—topped with cheese
- ◆ Whole grain bread, whole wheat tortillas, whole wheat English muffins
- ◆ Waffles, pita bread (whole wheat/whole grain are available in stores)
- ◆ Granola or cereal bars - sometimes these are loaded with sugar, so check ingredients carefully.
- ◆ Crackers—Triscuits, wheat thins, whole grain crackers, goldfish.

Need more ideas? Check out: <http://kidshealth.org/>

Check out our Nutrition page on our school website at www.rilkeschule.org for other helpful ideas. Send in your ideas for healthy lunches to info@rilkeschule.org and we will add them to the school website!

Prepared by Antje Carlson, Ann Weese, and Liz Crafford

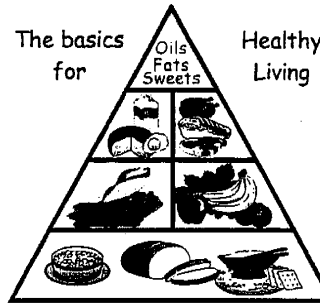


Rilke Schule
German School of Arts & Sciences

APPENDIX W

Eat smart! Be healthy!

Guidelines & Ideas for Preparing
Nutritious & Healthy School Lunches

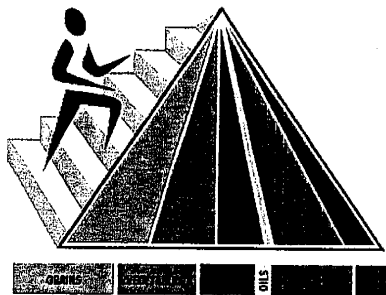


Rilke Schule Nutrition Policy

Students bring their own lunches and eat in either their classrooms or a multi-purpose room at the school. Rilke Schule advocates and promotes a healthy food policy. No candy, cookies, cake, puddings, other sugary food or fried chips are allowed in lunches or snacks. Milk, 100% fruit juice, and water are acceptable drinks; no soda pop is permitted.



FOOD PYRAMID'S NEW DIMENSIONS



At Rilke Schule we believe in healthy living through eating nutritious food and engaging in regular exercise.

We have created this pamphlet to help our parents prepare healthy snacks and lunches for their children. The goal of our nutrition policy is to help parents develop lifelong healthy eating habits with their children.

Teach your children about healthy foods—whole grains, vegetables, fruits and milk as the foundation of their diet for healthy living. Important things to avoid are foods high in corn syrup, sugar, sodium, fat and other processed ingredients. There are many great resources out there to help you learn about food labeling and healthy food. Be sure to check out <http://www.fda.gov/Food/Labeling/Information/ConsumerInformation/ucm078689.htm> and other resources on the school web site for more information.

If children bring inappropriate food for lunch to school, teachers will ask children to return it to their lunch boxes and save it for the afternoon after they have left Rilke Schule.



What should I pack in a Rilke lunch? Here are some suggestions you can try!

- ◆ Fresh fruit (apples, melons, grapes, orange slices, bananas, strawberries...)
- ◆ Canned fruit - look for the kind packed in natural juices instead of syrup
- ◆ Dried fruit - such as apricots, raisins, figs, plums...
- ◆ Applesauce - look for the kind without added sugar or corn syrup
- ◆ Apple slices or chunks with cinnamon to hide any browning.
- ◆ Cheese: sticks, cubes, slices, or shredded
- ◆ Tuna, or other delicious fish, like smoked salmon
- ◆ Cottage cheese
- ◆ Sliced lunchmeat (ham, turkey, roast beef, chicken), in a sandwich or just rolled up by itself, or rolled around a cheese stick.
- ◆ Chopped chicken, ham, turkey, or slices of pepperoni or salami
- ◆ Peanut butter (on whole grain bread, or as a dip or spread for apples or crackers)
- ◆ Hard-boiled eggs
- ◆ Yogurt - look for all natural or organic kinds, they have less sugar and sometimes no corn syrup.
- ◆ Cream cheese spread for bread or crackers (herbed or plain)
- ◆ Mini-carrots, broccoli, celery, cauliflower, etc. (with ranch dressing)

