

WINTERBERRY CHARTER SCHOOL
ACADEMIC POLICY COMMITTEE dba WINTERBERRY CHARTER COUNCIL

Minutes
12/14/2017

6 pm

Attendance: Sheryl Toscano, Shana Garrels (Business Manager), Meggan Judge (President), Eric Andersen (Principal), Claire LeClair, Marya Pilifant, Molly Towner (recording secretary), Sarah Glaser (faculty rep), Jessie Menkens (WCC/WEP Liasion), Erin Schneider, Rebecca Steadman, Dara Lively, Jenny Lynn (community member), Sussanah Numme (new rep!)

I. Opening

A. Motto of the Social Ethic by Rudolf Steiner
“The healing social life is found
when in the mirror of each human soul
the whole community finds its reflection
and when in the community
the virtue of each one is living.”

B. Song

C. Excitement Sharing

II. Approval of Minutes

11/16/2017

Put off until next month.

III. Approval of Agenda Rebecca Steadman 1st/Jessie Menkens 2nd. Unanimously approved.

IV. Community Comments [3 minutes each]

Erin Schneider: double-checking the policy of WCC paying for administrator and WPG paying for 8th grade teacher for 8th grade trip.

Jenny Lynn: Commented

V. Informational Reports

A. Budget Report.

Shana sent 10 years of budget comparisons and next year’s budget, as well as a breakdown of how the funding is received by Winterberry.

Questions: Difference in rent? The rent went up quite a bit when we moved from downtown to Bryn Mawr. Rent is paid to WPG. WPG can’t hold on to a large facilities fund. We can carry some money over year- to-year, but not a large fund without justification. The WPG is responsible for negotiating. Rebecca offered that her husband, a commercial lender, would be willing to serve on a committee helping with negotiating.

Audits are done at the discretion of ASD, but we don’t think we have been audited in the past.

Eric: Some cuts had to be made in the budget because of the decrease in students this year (and possibly next). The RTI position was changed to a .5, as was the pedagogical leader. Julie may have some added administrator duties.

Shana: We need to reach out to the community about paying their supply fee next year.

Other discussion: the possibility of a 2nd Kindergarten (afternoon?).

B. Administrator's Report (Eric Andersen)

*After much deliberation, I have decided to not attend the alliance conference this year. Having several teachers out January 8th and 9th, which is the first week back after break, I feel it is important for me to continue to be here at the school to maintain its stability with so many key faculty out at one time. I hope to further my Waldorf education this summer by attending the Public School Institute at Rudolf Steiner College in June.

*Winterberry went through an ASD safety audit the week before last. Our intruder alert was tested and proven to work as expected. Classroom safety kits passed inspection and I requested that our radio frequencies be checked to see if there are other options to avoid other school's interference in future communication situations. ASD is currently researching options at this time. The big, red button near the principal's office goes directly to APD and puts us at the top of the 911 priority.

*A big thank you to all the people involved with the charter renewal and I look forward to seeing it approved on December 18th

*Happy Holidays to everyone and may you find time to be with family and loved ones.

Upcoming events:

*All school assembly at the Wendy Williamson auditorium on December 15th starting at 6:30pm

*Spiral Walk for grades K-1 on the last day before break

*Festival of Light for 2nd grade on Wednesday the 20th.

*December 22 is a teacher work day (no school for students)

*Winter Break: Dec 23rd-Jan 7th. School resumes Jan. 8th

C. Faculty Report (Sarah Glaser)

Preparation has been happening for seasonal celebrations in the school (Festival of light for 2nd and spiral walks for K and 1 and Hybrid). There was a lock-down drill this morning.

D. WPG Report (Jessie Menkens)

The parent guild has been really busy. The last meeting took place at Oona Martin's home. Looking at by-laws, etc. The group is very active. They have gone through all of the minutes looking for trends and historical information. Question regarding whether WCC is doing the same thing. Several people offered to participate.

- E. Committee Reports
1. Administrative Committees [answers to principal]
 - a. Facility Expansion: Craig L, Marya P, Julie P, Shana G
Julie handed out a set of drawings showing design changes as of 12.11.17. Because we cannot afford a gym for several more years, a MPR was added (a double-sized classroom large enough for small performances, music, eurythmy, speakers, and larger gatherings.)
The rent should not go after the addition after a large payment
 - b. Charter Revision: Tara S, Lynne J, Marya P
Claire: Meeting on Dec 5 went really well. Questions at work session were in regards to teacher/student ratio. We voted to not give a specific class size. Our charter does not have a specific class size, but it does list a teacher/student ratio of 1 to 20. There were also questions about sped, which were easy to answer. Our superintendent was very complimentary about Winterberry and is in favor of our charter renewal.
 - c. Safety: Dara L, Erica M, Kylara H
 - d. NVC: Charmine M, Samuel O, Becca B
 - e. Outdoor Playspace: Donna M, Drew A, Lisa S
Donna and Oona are keeping this in mind and looping it into the addition.
 - f. Hybrid Amendment: Julie, Claire
Done!
 2. WCC subcommittees
 - a. Election: assign committee today
B (Faculty), D (Community), F (Parent-Dara), H (Parent-Marya), K (Parent-Meggan) are up for election. None of the candidates can be on the election committee. Erin Schneider and Rebecca Steadman volunteered to be the election committee. A 3rd person outside of the board can also be chosen.
 - b. Hiring: n/a
 - c. Supervisory Committee: Meggan J, Claire L
The committee met with Principal Andersen and everything is going well.
 - d. Legislative Policy: Jessie M
We will probably not see a rise in the BSA this year.
 - e. Budget:
A treasurer is needed.
Marya suggests a committee to promote our school.
 - f. Alliance for Public Waldorf Education:

VI. Business

- A. Contracting/purchasing/budgeting requests and approval
- B. Approval of budget for 2018-2019

Marya Pilifant moved to approve, Claire LeClair 2nd

Discussion: Eric and Shana were unaware of the custom of WCC paying for the administrator for the 8th grade trip. Shana is able to move some money to provide for this. This will come out of 2017 budget, in which \$2000 was approved for travel funds.

Further discussion about 2018 budget: \$20,000 was estimated for substitutes for next year. The phone and copier are contracted through ASD and are not a Winterberry choice.

C. Charter renewal

D. Introduction of Sussanah Numme for seat G

Erin Schneider nominated Sussanah Numme for seat G, to complete the term ending 2018.

Sarah Glaser 2nd

Unanimously elected.

E. Election Committee

Jessie Menkens nominated Rebeccas Steadman and Erin Schneider to form our election committee, with an additional member from the community.

Dara Lively 2nd

Unanimously approved.

F. Gratitude:

Adjournment:

Compost Pile

1. 40 Questions from George and Donna

2. Strategic Plan