

Rilke Schule Inc.  
1846 E. 64<sup>th</sup> Ave.  
Anchorage, Ak 99507  
(409)333-2582



Rilke Schule Inc. Minutes  
Saturday, September 26<sup>th</sup>, 2020 12:00PM  
Zoom

Attendees: Marisa Wang, Shawna Popavici, Laurie Orell, Rebecca Colvin. Francheska Bass  
Excused Absence: Josh Vandagriff

- I. Call to order & Adoption of the Agenda, approval of August 24<sup>th</sup>, 2020 minutes
  - a. Marisa motioned, Shawna 2<sup>nd</sup>. Unanimous approval
- II. Reports
  - a. President's Report
    - i. Marisa as RSI chair is a non-voting member of APC board and is allowed to speak at the meeting outside of public comment. At APC special meeting last week, she was muted for unknown reasons. She will follow-up with Herr Barr to ensure she has ability to unmute.
  - b. Treasurer's Report
    - i. Francheska reported \$15,000 in savings and \$58,000 in checking. We've paid employees for first few months. Pay out for contractors and German support staff will happen in October. Our German tutor is hosting the club for free.
    - ii. Our worker's compensation insurance has increased due to company drastically having a reduced estimate of our revenue. It went up approximately from \$450/500 to ~\$1,600.
    - iii. The Muni has additional CARES funds for non-licensed and waived childcare programs, which we are. **Action:** Laurie will send Francheska information on this and how to apply for it.
  - c. COVID Taskforce Report
    - i. Taskforce focus has been on in-person scenarios with clubs being a part of that. Herr Barr (principal) has stated clubs must operate as we will have a reduced school day. Clubs are needed as Rilke has no transportation and parents have to have a work/home schedule that adjusts to that.
    - ii. There have been significant issues getting teachers to allow clubs to operate in their rooms. We will need even more rooms than usual as we're making smaller pods of kids to group by grades and numbers. **Motion:** Marisa motioned that we submit a formal letter to APC listing the requirements in order for the essential service of Rilke Clubs to operate when school returns in person. Shawna 2<sup>nd</sup>. Unanimous approval.
  - d. ED report
    - i. Virtual clubs have launched. 40 kids enrolled which creates enough revenue to cover instructor time and part of Alicia's time. Francheska has been attending COVID taskforce meetings to provide input and feedback on clubs' operations.
- III. Old Business
  - a. APC transfer of Funds



- i. APC is focused only on planning for 2<sup>nd</sup> quarter plans. We have sufficient funds to operate at this time and will wait a little to pursue them on this approved transfer. There is some hold-up with ASD. Jason Storter (APC) was assigned to work with Marisa to make this happen.

#### IV. New Business

- a. RSI support for COVID Taskforce
  - i. From a financial stand-point, Francheska's hours are attending the meetings, but the outside time is needed by RSI anyway as taskforce is also planning for clubs.
  - ii. Taskforce is using Zoom free account, which cuts the meeting off at 40 minutes. The last few meetings have been cut off because of that. **Motion:** Marisa motioned to acquire an additional paid Zoom license to be used for this and other uses. Shawna 2<sup>nd</sup>. Unanimous approval.
- b. Clubs planning for 2<sup>nd</sup> quarter
  - i. Model
    1. We will plan to continue with virtual clubs through the 2<sup>nd</sup> quarter. Separately, APC has submitted a proposal to ASD and teacher union to have 2 day/week in-person school. That is still pending at this point. We will wait until a response is received to do detailed planning for in-person clubs.
    2. Even with school in-person, there will be a need for clubs as classes and possibly the school could be closed on and off for exposure.
  - ii. Hours
    1. Clubs will have an extremely difficult, if not impossible, time finding teachers/instructors for a 1:45 end time. We need school to end at 3:00 pm.
  - iii. Health and safety protocols
    1. Francheska has sent draft protocols to Laurie and Rebecca for feedback before sending to the whole board. She noted that mask requirements from ASD/Rilke are not specific and we want them to be. They are based on vague CDC guidance. **Action:** Francheska will bring something to the task force on what we want for them and ask that they use the same.
    2. We want to build into registration a waiver for parents COVID-related.
  - iv. Staffing
    1. To be discussed at a future work session.
  - v. Fee structure
    1. To be discussed at a future work session.
  - vi. Refund policy
    1. To be discussed at a future work session.
- c. RSI e-mail account and distribution list

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- i. RSI has a main email account that the ED and Marisa monitor. Rebecca noted APC has a main account that auto distributes to the board. Almost no emails are sent RSI main account. Board determined we do not want to create a distribution at this time. It will continue to be monitored by ED and Marisa.

- V. Public Comments
  - a. None
- VI. Executive Session
  - a. None
- VII. Adjournment
  - a. 1:50 pm