

Rilke Schule Inc. Meeting Agenda
Tuesday December 09, 2025, 6:00 PM
8427 Lake Otis Pkwy and Teams

Attendees: Katherine Riling, Joslyn Blanchard, Sydney Osbourne, Hannah Dieckgraeff, Danielle Kalseth, Conor McCutcheon, Francheska Bass.

- I. **Call to order at 6:07.** Katherine moves to approve agenda with one change move partner board reports to the top of the reports and to approve November minutes. Joslyn 2nds, unanimous.
- II. **Public comment:** Akara asked about reviewing October 2025 minutes and having to sign-in. We will need to have those minutes posted as a pdf and not as a onedrive file.
- III. **Reports**
 - a. **Chair / Vice-Chair:** Chair Katherine volunteered at the market, organized scholarship form and the spreadsheet for the scholarships. VP Conor will look into Teams for non-Microsoft users and decide if moving to Zoom for meetings will be easier and more accessible for guests.
 - b. **Treasurer/Vice-Treasurer:** Joslyn has done a lot with the ASD school board such as attending meetings and budget planning. She has been talking with ASD and business partnerships with what we are legally allowed and not allowed to do with funding from private sources. Working with the CPA to finalize numbers. Joslyn will continue to reach out and connect with Foraker. Accounts: 20k check has not cleared yet and the last payment for contractor checks. Current account balances: 149k auction (funds need to be moved around) 92k checking 90k savings.
 - c. **Program Director:** Francheska registration will be closing tomorrow. She received a response from the soccer coach and they would like to host a club Tuesdays 4:30-5:30 in the spring with 10-20 students. Contractor payments are going out on Monday. 2 employees recently unexpectedly quit so curbside pickup is closed. Winter break to do: Talk with Danielle about JIG, check into campsite group texting options. Cub scouts would like to cover the club fees for 21 of their students. \$65 per semester per club student we get 20%. We are going to receive a check for \$65 X 21 which will apply to each individual account and then cut a check to them.
 - d. **Administrative Assistant:** N/A
 - e. **Intern coordinator:** The interns are finishing up their time at Rilke. This Friday they will be observing at Dimond H.S. We are looking at recruitment for future interns such as Amity and had 3 repeat schools sending interns. Website search

found university's international internships to get more applicants such as Gottingen study broad advisor.

f. RSV / APC

APC: Herr Hohnar from the APC. Recently the APC sent a letter to ASD school board to reiterate we need a suitable facility and today another letter was sent out to the Rilke community to send letters, sign up to public comment, and updates regarding current building, FAQ, and example letters to the board. Inform the wider Rilke community the school board decisions and stakeholders to advocate for moving forward. APC is working with ASD to either work on a bond to work on making AL facility to suit needs or to find another facility. Herr Strauch is forming a committee to help with advocating and will share a tentative budget for next year at the next APC meeting on Dec 18th.

RSV: Christkindlmarkt was a success.

IV. Old business

- a. Ski gear funding/sponsorship: letter to be written to ASD business partners for sponsorship.
- b. Kleine Hande: 4 children have signed up so far and a great response from families.
- c. Intern payments: Interns were paid in cash and paid extra to cover fees. Spring project will be looking into best way to pay for future interns.

V. New business

- a. Club's technology: Conor will look into getting 2 ipads and 1 laptop, he will look at the inventory and decide.
- b. Allocation of funds: feedback we got from ASD is that we have some options. RSI becomes an official partner with ASD or RSI can donate funds to Rilke however those funds could be limited to items such as supplies, etc. First option could provide more longevity support because there would be more options to allocate funding. Branden is suggesting that the 20k be used for textbooks and chromebooks for this next school year.
- c. Rilke Schule pick-up signs: Looking into signs that say: Rilke Schule pick-up and drop-off. We will call the municipality to get directional signs put them below stop sign.
- d. Holiday staff appreciation: As a holiday thank you to RSI staff we will provide cookies, hot cocoa and \$50 gift cards to 6 staff members plus Francheska and Lindsey and teachers working for RSI. **Motion:** Joslyn motions to give each staff and teacher an appreciation gift of \$50 visa gift card plus a celebration of cocoa and cookies totaling \$800. Conor 2nds.
- e. Jump Into German summer camp: Frau Jacobs wants to be involved in the planning. Set dates in January.

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- VI. **Public comment:** Akara is interested in the allocation of funds, the grant partnership and how RSI spends their money. She is requesting clarification of the 40k to Rilke. We are tabling until next month's meeting so we can get more information on how we will allocate those funds accordingly.

Kat and Conrad said Merry Christmas.

Hannah: shared that she signed RSI up with fashion pact active Dec 20th. Any donations can have 15% of our items go to RSI.

VII. **Executive Session:**

- VIII. **Adjournment:** 8:10pm.