

THREE RIVERS CHRISTIAN SCHOOL SCHOOLBOARD MINUTES

Tuesday, June 18, 2013

[x]JoAnne Harford [x]Leila Luhn [x]Jan Ferguson [] Rod Treadway []Steve Wilcox
[x]Harold Erdelbrock [x] Marie Erickson [] Suzanne Walker [] Dan Leno [x] Gerald “Jerry “Wilson
[x]Jean Zoet [x]Debra Zandi [x]Erin Hart [x] Randy Lemiere
Steve Wilcox and Suzanne Walker had excused absences

1. *The meeting was called to order and opened in prayer. Pat Palmer was welcomed as a guest.*
2. *Adoption of Agenda: Harold moved and Leila seconded to adopt the agenda, it passed.*
3. *The Minutes of May Board Meeting stand approved as printed.*
4. Finance Report - budget for 2013-2014

The budget was presented. Jerry made a motion to keep the staff tuition at \$4400 for this school year 2013-2014. (since they didn't get a raise this year.) Harold seconded and it passed.

Debra shared that the CDC staff was most concerned with the fact that the retirement contribution was remaining at 1% and not raised to 3% as planned.

Harold made a motion to approve the budget with the changes to line 45101 and Net ordinary income to reflect the results of the staff tuition remaining at \$4400 (which was a \$5000 change in each line.) Leila seconded and the motion passed. The new budget presented to the elders will reflect this change.

Board Members,

On the Balance Sheet Fibre Checking is at \$37,028.21. Fibre Savings-00 that has the Accrued Expenses and All of the Equity Accounts with a total balance of \$114,449.64. Fibre Savings-01 that holds all the Prepaid Tuition and Registration is at \$109,426.41. The Heritage Investment Checking Account has a balance of \$296,161.61.

The School and CDC as a **whole** for May 2013 ended with a positive \$6,139.52.

(\$8,371.95 w/o depreciation)

Thanks you, Brenda LeMonds

A written financial report is pending from Leila. She is predicating that we will end the year in the black. The accounts receivable is at \$64,000 which is the lowest it has been in a long time. It is expected to be lower after this month. The rentals are currently paying for themselves. All prepays are in the bank as well as all designated funds.

5. Reports by Administration Team, discussion if needed:
 - a. Jean Zoet- Administrator/Elementary Principal School Board Report
Contracts School employee contracts have gone out with some hours cuts. The elementary program will remain the same but recess duty will only have one hire, Jack's computer time is reduced and some students will be taught by the middle school teachers when making assignments in our curriculum, and teachers will teach their own art. I have provided better art curriculum and materials and a good scope and sequence to help them do the job. We will change the band instruction time to two periods on Wednesday and Thursday for grades five through seven. (This was an early morning group.) Each student will take some music, choir, instrumentation, guitar, or appreciation. Computer keyboarding will start at grade three rather than four and last three years or until proficiency is reached. Two elementary teachers will no longer use workbooks to teach math concepts but use a best practice approach using many manipulatives and dialogue (which is more effective).

Enrollment Dashboard- Here is an update using the “dashboard” similar to the one from last year. We are slightly less than last year at this time but we have allowed for that in our enrollment goal of 225.

grade level	May 11	May 15	June 16
	2012	2013	2013
k	20	20	18.5
1	15	19	20
2	12	15	15
3	13	10	10
4	15	7	8
5	11	14	14
6	17	9	12
7	22	20	22
total	125	114	117.5
8	15	17	18
9	15	16	17
10	30	15	15
11	13	25	25
12	12	6	8
total	85	79	83
grand	210	193	200.5

Honoring- I have yet to hear what the board would like to do in this area Two years ago we began the process of honoring “years of service” at our annual Beginning of the Year combined meeting. We recognize 5, 10, 15, etc. years of service. This recognizes the loyalty and consistency of employment on the part of the staff. I would like the board to also recognize “excellence” in service with a “Teacher of the Year” or “Employee of the Year” award... We would need to define what this means and the criteria we would use to be fair and consistent. This could be from Administration or from the Board.

We also need to recognize our Board Members that have served for a number of years. This could be done in many ways like a plaque or certificate or dinner out. (We never got to a dinner with Don Walters.) How would you like to be involved?

We are to consider more action on this in the August meeting.

Title I. Money- Our school has qualified for some money for tutoring in reading and math before or after school. Pat Palmer is our lead in this area. Because this time is before or after school she will not have to cut any PE hours as we originally thought. This money is based on our “Free and Reduced Lunch” count which I estimate will be 10 students.

Mapping- During the summer hours we will be completing the new technology maps, art curriculum maps, scope and sequence for science and social studies and Bible. Our maps will be placed in our new cloud based program to set us in line for a great start to the school year. Then in the fall two elementary teachers will pilot new Bible curriculum at third grade and sixth grade.

Elementary repairs/improvements to be completed over the summer-

- Two new carpets in rooms 22 and 15 *Money to be raised by the garage sale and parking sales at Terry/Taylor sale.*
- Bathroom fans
- Heating in “D” building
- Three ends of buildings-siding replaced or holes repaired
- Regular deep cleaning in all classrooms.

There has been a request from a school in Burma associated with 1st Baptist Church that toured our facility previously, to see if they could send one or two teachers here to learn and be mentored in teaching Christian education. They are also interested in Children’s books. We agreed to pursue the idea to see if 1st Baptist would provide housing and support for the teachers and if it would be feasible. They would have to work together regarding visas, housing and support.

b. Debra Zandi-Child Development Center

ATTENDANCE REPORT

	FTE	Totals
Infants	15.8	24
Toddlers	64.3	91
Preschool	72.2	88
Kindergarten		32
School Age		<u>69</u>
TOTAL		304

➤ **Tours**

I have given 4 tours thus far this month and have 4 scheduled. Typically, we close at least 1 toddler room. However, at this point we will need to keep all toddler classrooms open. God has been so good!

➤ **Father’s Day Programs**

Classroom Father’s Day celebrations! Each class has chosen to honor both Dads and Grandpas individually. Dad’s and donuts, special gifts, poems and songs were only a few of the selected ways of celebrating.

➤ **Graduation**

Preschool graduation was an important part of our month with 3 graduation programs. They were very well attended and enjoyed by all!

➤ **Bus Drivers**

We are in the process of scheduling our summer activities and **Mr. Jed Schroeder** as well as **Mr. Don Walters** has graciously agreed to drive bus for our students this summer. Both men do an extraordinary job and we are thankful! Thank you **Mr. Schroeder** and **Mr. Walters**!

➤ **Summer Program**

“**TRCS Summer Camp 2013**” summer program kicked off Monday, June 17th. We are looking forward to the many experiences and activities the teachers have planned. We have fun-filled weeks, each with a different theme and fun activities and opportunities for everyone. Plus, we have VBS, Child Evangelism, swim lessons, enrichment classes, park outings, library visits, community leader visits and lots of water play!

➤ **Training Opportunity**

Several staff members including myself took advantage of an outstanding training opportunity sponsored by CACFP encompassing Health, Nutrition and Gardening with young Children. It was a wealth of information and TRCS will be gifted with a Nutrition Curriculum for staff to utilize in classrooms. We are looking forward to working in our own TRCS Kinship Garden.

➤ **TRCS Community Garden**

Our garden has been planted and we are now in the process of learning, nurturing and cultivating. Students are looking forward to the harvest!

➤ **Vacation Bible School**

July 8th-12th.

➤ **July 4th**

Center will be closed for recognition of Independence Day

Please remember our children and staff in prayer during this beautiful season of summer...

c. Randy Lemiere – Kelso Campus, Secondary Principal

What an exciting June; graduation, academic reports, retirements, and student awards! Here are the details from the high school.

- ✓ **Graduation** – Thirteen seniors graduated from TRCS on Sunday, June 9, 2013. Their names are Joshua Caddel, Lauren Claunch, Mercedes DeBruler, Andrew Hillger, Dylan Johnson, Nicolas Portwood, William Ross, Zachary Sarmiento, Alexandra Schmidt, Joshua Sonnabend, Miykael Tevis, Christopher Walker, and Logan Woods. Valedictorian: Christopher Walker, Salutatorian: Miykael Tevis
- ✓ **Underclass Awards Assembly** – June 10, 2013
- ✓ **8th Grade Celebration** – June 11, 2013 (Promotion)

- ✓ **Retirement Party** – April VanHamme retired at the end of this year. Her retirement party was June 2, 2013. She will be greatly missed.
- ✓ **Nicole Dahlke**, Spanish II Teacher. Nicole will be leaving and completing her teaching degree at WSU next year.
- ✓ **New Art Teacher** – Keri McHattie will be our new art teacher next year.
- ✓ **Help** – We need a Spanish II teacher for next year. Please let me know if you know anyone that might be qualified.
- ✓ **HSPE EOC's** – Last April, 34 tenth graders took the High School Proficiency Exams given by the State of Washington. These “End of Course” exams tested students in reading and writing. On the reading test, 91% of our students passed. On the writing portion of the HSPE, 100% of our tenth graders passed this test. This is the second year in a row that all TRCS students tested in writing passed the HSPE. This is quite impressive for our students and our outstanding teachers!
- ✓ **Stanford Achievement Test** – Also in April, 21 of the ninth graders took the Stanford Achievement test. This assessment tested our students in reading, mathematics, language, spelling, science, social science, and thinking skills. (Please see handout at the School Board Meeting.)
- ✓ **OSPI Weapons Report** – One tenth grade student brought a “brass knuckle” device. He was suspended for one day.

Blessings, Randy Lemiere Principal – Three Rivers Christian School

d. Erin Hart-Development Director

- ❖ **Amy Grant**
I just checked in again with him on Tuesday and am waiting to hear back. If don't hear back within a weeks, I think we can assume there won't be enough time to get an event off the ground in September.
- ❖ **ACSI Leadership Conference**
I will be attending the Leadership Conference in July in Colorado. Dr. Pue will have his new book out, so I hope to get some copies for the board.
- ❖ **ZLW Grant**
We just received notice that we did not receive any grant funding from ZLW. Jean wrote back to see how we might have fallen short in their process. I know they were looking at shifting to non-school entities.
- ❖ **Eagle Scouts**
Our first eagle scout (repainting the parking lot map) has been delayed because of weather. Still waiting to hear final word from the one doing playground equipment.
- ❖ **Department of Defense Computers**
We were able to get 12 laptops and 5 flat panel monitors from DOD. Jack will be working on getting these rolling.

❖ **Jog-a-thon**

We grossed more than \$12,300 for the Jogathon. I think our t-shirt sponsorship was very successful this year, as was including the entire student body for the event. The kids loved including a small carnival, which was surprisingly successful.

❖ **Continuous School Improvement Plan**

We meet at 5 p.m. on the 20th to begin drafting this...

❖ **Surveys/Enrollment Data**

I should have a report for Tuesday night based on our recent surveys as well a draft report of statistics based on our on-going enrollment data. *Surveys were discussed. Jean reflected on a question regarding what is our purpose... evangelism or discipleship? In light of the large unchurched portion of the enrollees it is both evangelism **and** discipleship. It was suggested the possibility of rewards to the students or classes that returned the surveys. It was mentioned that stable families were more likely to fill out the surveys.*

❖ **Westby/Building Project**

The report-out event is scheduled for Friday, August 9th at 5:30 p.m. in the NBC Sanctuary.

❖ **Pastoral Discount**

I polled the family interested in the possible pastoral discount. They came and had a tour and would love to enroll at least one of their children. The discount will make a difference in their ability to enroll. I would appeal to the board that we consider implementing this and search out how it would impact our ability to utilize our "empty seats" and make our financial aid dollars stretch further.

A motion was made by Harold to develop a pilot program offering empty seats to area pastors at 60 % the cost of tuition in K-12 and submit this to the elders for approval. It was seconded by Leila and passed. Before the report out on 8/9/13 we hope to take a vote by email or after the report out meeting.

"Let us not grow weary of doing good, for at the proper time we will reap a harvest if we do not give up."

- Galatians 6:9

7. Adjournment

Next Board meeting- Aug. 20th

Northlake annual meeting is Sunday 8/18/13

Also 8/18/13 is Jean's 65th birthday party at her house.