

## MINUTES Tuesday, May 19, 2015

[ x ] JoAnne Harford                      [ x ] Jan Ferguson                      [ x ] Rich Gushman                      [ x ] Roxanne Stuart                      [ x ] Connie Taylor

[ x ] Harold Erdelbrock                      [ x ] Marie Erickson                      [ ] Wayne Hayes                      [ ] April Van Hamme                      [ x ] Mark Schmutz

[ x ] Erin Hart                      [ x ] Randy Lemiere                      [ x ] Debra Zandi

1. JoAnne called the meeting to order with scripture, and prayer.
2. Adoption of Agenda     Jana was added in after the finance report.  
Harold moved to adopt the agenda as modified, motion was seconded and passed.
3. Minutes of March 17, 2015 meeting were accepted as presented.
4. Finance Committee Report     See attachment (I could not get it to cut and paste in the same format)
5. Guests –

Jana Schmutz (not really a guest) is here to clarify the issue of our adoption of the change of extra credits for graduation. Last month we voted to adopt the 27 credit requirement for graduation based on the state guidelines. However upon further research it has been determined the state is just suggesting the changes not requiring or implementing it yet. So we want to go back to the 26 credits. We don't have the academic choices to support the extra credit. Roxanne moved to go back to 26 credits for high school graduation for the college prep category, Harold seconded, motion passed.

6. Old Business – **High School update:** Harold moved and Rich seconded to move the high school to Calvary if their meeting supports that tonight: motion passed. The goal is to communicate this with parents at the open house Thursday. Update 5/20/15, Calvary has agreed to host the school. This will be announced at the open house but is not public until after Sunday.

**Salary schedule:** See attachment. Harold moved to adopt the new revised teaching staff salary schedule, Roxanne seconded and motion passed.

7. New Business – **CDC wage increase:** Harold moved and Connie seconded to increase lead teacher's pay at the ELC 2% beginning in July at the new fiscal year with the goal of revisiting another increase in October if financially able to do so. Motion passed.

**Administrator contract prep:** JoAnne was going to get copies of current contract and bring a recommendation to the board next month. This is a change because Mark used to do this but it is now the board's responsibility. Scott Grove helped prepare the current one.

**Board communication review:** It was suggested that the board develop a better communication process to be more visible and make the public aware of board activities. Marie and Roxanne will meet and make suggestions for the first of at least quarterly communication.

**CSIP review:** The board is directed to review this document and make suggestions at the next meeting making suggestions as to what to trim to make it more realistic. Erin suggested we need to have opportunity for input from stakeholders.

**Statement on teacher qualifications for 2015-16:** The board confirms that the recently adopted qualifications in the policy manual are to be upheld.

8. Reports by Administration Team, discussion if needed:

a. Erin Hart, Administrator **Report: Administrator, Erin Hart**

❖ **Tuition Assistance Fund**

We are currently at just over **\$67,200** raised towards the Tuition Assistance Fund. This year's goal is \$75,000.

❖ **Jog-a-Thon**

T-shirts were well-sponsored and are already printed. Students are gathering pledges, and we're on for Friday the 22<sup>nd</sup>. If you're able to come and volunteer that day, we'd love to have you! We're hoping to finish fund the Tuition Assistance Fund with this event!

❖ **Accounts Receivable**

Last month brought in a sizable number of outstanding balances. Still a lot of work to be done, but Lisa and Linda have been working hard.

❖ **Enrollment 2015-16**

Enrollment forms have been coming in, but there's still a great deal of "breath holding" to see what's happening next year regarding the high school and teacher placement at the elementary.

❖ **TRCS Foundation**

Foundation balance is currently \$3,921.67.

❖ **K-12 Proficiencies**

Round two of the edits of these documents are being worked on by teachers to better "winnow through" what defines TRCS. Another draft round will follow, with the aim of having something by fall.

❖ **STRIVE**

Mrs. Nortness has really taken the reins of the STRIVE program, and the kids that are participating are doing some really wonderful things. I'll send the board details on their final projects at the end of this month, but I think we can say this is a worthy program to expand.

❖ **Salary Schedule**

I'm attaching the revised draft of the salary schedule for final approval. We ran it past the teachers to see if any of them had input (or irritation), and I think we have a document ready for use.

❖ **50<sup>th</sup> Anniversary Planning**

Still looking for volunteers on this! Is anyone willing to chair this effort? 😊

❖ **High School Planning**

I've met with a few donors so far, and we received a \$20,000 pledge this week towards the effort. The leadership team should meet soon to share information.

❖ **Chromebooks**

With an unexpected gift of \$8,000 as well as a possible gift from a local business that could supply all the infrastructure needs, I think we're well on track to implement a 1:1 Chromebook ratio as a priority for our upper campus by fall. I've been talking to a rep from Google, and she's actually going to come down next week and meet with me to discuss implementation and how to connect the dots between the technology and teachers.

❖ **Accreditation:**

My time serving on an accreditation team in Idaho was phenomenal. I learned so much, met two great fellow administrators, and now that I've seen the process from the other end, I feel confident that we are on the right track to achieve accreditation. We still have a lot of work to do, but our team has come a long way in identifying all the priorities and dividing up the tasks. I may have a complete "to-do" list for the board by this meeting.

❖ **How did this happen?:**

I had a surprise this month when I got a call from the Chamber of Commerce saying I'd been nominated for the "Workforce Education Individual Achievement" Award. I won't be able to make it to the banquet because it's the same night as the high school open house (and I'm sure I'm in no danger of winning!). Apparently the award is "to honors individuals who have demonstrated achievement in providing high quality workforce education and training in Cowlitz County. This award recognizes individuals who promote, develop, and implement workforce programs that: Are innovative in nature; Improve the preparation and/or performance of the emerging or incumbent workforce; Have measurable outcome; and Demonstrate collaboration between business, government, and education."



**Congratulations Nominees Pillars of Strength & Crystal Apple  
Business & Education Awards**

**Large Non-Profit of the Year:** Cowlitz Family Health Center ~ Lower Columbia College  
~ Longview Housing Authority ~ Community Home Health & Hospice

**Small Non-Profit of the Year:** The Salvation Army ~ Emergency Support Shelter  
~ Cowlitz Wahkiakum Legal Aid

**Large Business of the Year:** Weyerhaeuser ~ Stellar J ~ Koelsch Senior Communities~ NORPAC

**Small Business of the Year:** Estetica Day Spa ~ C's Photography ~ Swanson Bark & Wood  
~ Edward Jones

**Business Person of the Year:** Eric & Joanne Pucci (Newrock Homes, Remax, The Office 842)  
~ Barbara Sudar (Estetica Day Spa & Longview Urology) ~ Nick Lemiere (Edward Jones)  
~ Lisa Straughan (Express Employment Professionals) ~ Joel Hanson (KLOG/KUKN/The Wave)

**Rising Star:** Bethnay Plithan (Stageworks Northwest) ~ Dawn Gregg (The Soap Factory)  
~ John Paul (KLOG/KUKN/The Wave)

**Higher Education Teacher of the Year:** Mark Gather (LCC) ~ Clint Hull (LCC) ~ Tuan Dang (LCC)

**Administrator of the Year:** Chris Fritsch (LSD) ~ John Gummel (KSD) ~ Mary Beth Tack (KSD)

**Teacher of the Year:** Misty Velke (Monticello) ~ Ginny Flegel (Beacon Hill) ~ Rebecca Fountain (Carrolls Elementary) ~ Toni Gravell (Catlin Elementary) Robert (Bob) Koening (Mark Morris)  
~ TJ Frey & Charemon Smith (Kelso High)

**Workforce Education Individual Achievement:** Paul Spears (Goodwill/The Senior Community Service Employment Program) ~ Shannon Cahoon (Fibre Federal Credit Union)  
~ Erin Hart (Three Rivers Christian School)

Business & Education Awards Banquet: **Thursday, May 21, 2015** (date has been moved from May 6)  
\$35.00 per person / \$280 Table of 8 - Register at [www.kelsonlongviewchamber.org](http://www.kelsonlongviewchamber.org) or call 423.8400

❖ **Name Change:**

Still waiting for official receipt from the IRS on this.

❖ **Finances and the Budget:**

The new report is finalized, and at the last ACSI retreat, I got some wonderful information on how to calculate those useful metrics that we want to use to track our overall performance. We have a budget team meeting at the end of this month to crunch numbers for next year.

#### ❖ My MEd Program

Still going and keeping my “A” levels! I’m currently in “EDGR 601: Educational Research. I’ll be using this class as an opportunity to research individualized learning plans for our students and staff.

Here are the books I’m reading this month (again, some for school and some for me):

“The Financial Rescue Plan for Nonprofits” by John Warren

“Learning from the Best: Growing Greatness in Christian Schools” by Gene Frost

“Desiring the Kingdom: Worship, Worldview, and Cultural Formation” by James K.A. Smith

"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

b. Randy Lemiere, Principal

#### High School Board Report

- **ELA Tests** – Tenth graders took the English Language Arts state assessments. We’ll see results next fall.
- **Blood Drive** – Seniors Toni Stout and Kaylee Welsh are organizing a Blood Drive for the Red Cross on Wednesday, May 20<sup>th</sup>. If anyone would like to give blood that day, please give the high school a call.
- **Khaos in Kelso** – Mrs. Moore’s Drama Class performed “Khaos in Kelso,” May 15<sup>th</sup> and 16<sup>th</sup>. It was a great show that included 15 of our high school students.
- **Open House** – Thursday, May 21<sup>st</sup>, will be the high school Open House. The Art Exhibit viewing runs from 6:30-8:00pm. The drama team and band will begin their performances at 7:00pm. Teachers will be in their rooms to meet with parents.
- **Graduation Requirements** – At the April School Board Meeting, I proposed adding on more credit to our graduation requirements. Jana Schmutz researched quite extensively and found that the additional requirements for the public schools were merely unfunded suggestions. I’d like to revise the 27 credit requirement for graduation back to 26 credits.
- **Graduation** – June 7<sup>th</sup> at 3:00pm

#### Elementary School Board Report

- **Mrs. Backstrom’s States Project** – Friday, May 15<sup>th</sup>, Mrs. Backstrom’s second grade students demonstrated their learning by reciting, researching, writing, and singing about the United States. Approximately 40 parents and grandparents attended the wonderful event.
- **Title I and Title II Meetings** – I had two great meetings with the Longview School District. Again, they have invited us to wonderful trainings and opportunities to use their reading intervention programs.

#### Collaborative Events

- **Jog – A-Thon/H.S. Workday** – May 22<sup>nd</sup> is our annual Jog-A-Thon Fundraiser. Sign up to walk or run and earn \$ for the school. Along with the Jog –A Thon, the high school students will participate

in different ways. Students will work at the Jog-A-Thon, Annex Building, North Gate, landscaping the Elementary Campus, and at the Carnival that day. High school students may walk and jog as well.

**Enrollment** - High School enrollment 109. Elementary enrollment 123 .3. Total is 232.3

c. Debra Zandi, Early Learning Center

➤ **Tours and Enrollment**

I have given 6 Tours thus far this month resulting in 7 new registrations of children/families. I marvel at the true goodness of our Lord! It is with a thankful heart that I share with you board that currently ELC has a total enrollment of 298 children with 11 of our class rooms at full capacity.

➤ **Family Program and Celebration**

We had a wonderful time honoring Mothers during our Family Celebration programs during this month. Rooms were filled with music, joy and laughter! The program provided a special time to be reminded of God's great love!

➤ **School District Celebration**

I will be attending a meeting at the Longview School District Administration Building this month. Longview School District is recognizing Three Rivers Christian as one of our areas Early Literacy Schools. A plaque will be given in recognition of membership.

➤ **Staff Appreciation Week**

Staff appreciation week went well and was enjoyed by many. We have an outstanding Early Education staff and I am thankful for them!

➤ **Preschool Conferences**

Parent/Teacher 3's preschool conferences have begun and will continue throughout the week for families of preschool students. Conferences are being held in The Early Literacy Library, Room 105.

➤ **Pony Rides and Pictures by Farmland Foto Inc.**

What a great success! Children were delighted as they were lifted to the ponies for rides and pictures on May 8<sup>th</sup> and what a beautiful, sunshiny day!!! It was an enjoyment for all!

➤ **Kinship Garden**

The Center continues to be committed to the children and families of our

TRCS community as we nurture our "Kinship Community Garden" led by Ms. Diane Dallas. We will be collecting seeds for this special endeavor and invite you to be a part of this ministry. *Please join us as we gather packages of garden seeds, plants and materials for raised garden beds.* It is always amazing what God can do as we all work to together for His good! Please feel free to drop off a donation at our front desk or contact us at 360-423-4510.

➤ **Staff Conferences-Evaluations**

Staff conferences have gone exceptionally well and will be completed this month.

**Upcoming Event Dates:**

Preschool 3's Conferences	May 18 <sup>th</sup>
Memorial Day Center Closed	May 25 <sup>th</sup>
Preschool Plus Room 5	June 5 <sup>th</sup> , 10:30
Preschool Plus Room 6	June 5 <sup>th</sup> , 1:00
Preschool Room 7	June 12 <sup>th</sup> , 10:30
Summer Program Kick Off	June 15 <sup>th</sup>

<b>April</b>	<b>FTE</b>	<b>Enrollment</b>
Infants	13.6	19
Toddlers	51.8	72
Preschool	81.4	104
Kindergarten		28
School Age		75
<b>TOTAL</b>		<b>298</b>

9. Adjournment

10. Executive Session

Please read reports and review the minutes before the Board Meeting

Next board meeting is June 16, 2015.