

School Board Minutes
Tuesday, August 18, 2015

[x] JoAnne Harford [x] Jan Ferguson [x] Rich Gushman [x] Roxanne Stuart [x] Connie Taylor
[x] Harold Erdelbrock [x] Marie Erickson [x] Wayne Hayes [] ~~April Van Hamme~~ [x] Mark Schmutz
[x] Erin Hart [x] Randy Lemiere [x] Debra Zandi

AGENDA for regular Board Meeting

1. **Call to Order, scripture, prayer** JoAnne called the meeting to order.
2. **Adoption of Agenda** Roxanne moved to adopt the agenda as stated and Harold seconded, motion passed.
3. **Minutes of July 9, 2015 meeting** Minutes were accepted as printed.
4. **Finance Report:** Please see attachments of financial reports. (They do not convert to Word). Mark made a motion to close Carolyn Cade's Chase Visa and open an Early Learning Center credit account at Fibre. Wayne seconded the motion and it passed.

Young Life will be moving out of the brick house in September. There will need to be some repairs made. Harold made a motion and Wayne seconded to make the necessary repairs on the brick house and put it back on the market to rent.

5. **Guests** –There were no guests.
6. **Old Business – High School update.** New signs have been ordered as well as 50th anniversary banners. Also there will be banners by the road entrance at the new high school. A ceiling mounted basketball hoop has been decided upon as well as an adjustable hoop for the other side. The floor has been delayed until the 28th. The stage has been removed and the storage is being constructed. We have received a bid for the bleachers. Tables will arrive in the second week of school, will use tables from New Life until then. The lease will be signed 8/19/15. An appeal has been submitted to release us from the need for showers. We haven't heard the response.
7. **New Business** – Board presence is encouraged at the Aug. 25th meeting at the high school at 7:00 & the teacher in service meeting on the 28th, and the Annual Meeting at Northlake Sunday, 8/23/15 at 1:00.

Report, Adoption of Core Values Harold made a motion and Mark seconded to approve the core values of Academically Excellent, Joyfully Christian, and Culturally Relevant. Motion passed. Brady has made up a logo with these core values.

Accreditation: ACSI is changing their accreditation requirements in July 2016 from Advanced Ed to Reach 2.0. We do not have time to complete the process before the change. Research will be made to see if those in progress will be allowed to continue or what changes will have to be made.

Chenoweth scholarship: Harold made a motion and Roxanne seconded to establish the Jim Chenoweth scholarship fund to help families in crisis. Jim Conrad and Erin would head the

scholarship review committee. The motion passed. This is a separately funded scholarship not bound by the rules of the regular financial aid assistance.

8. **Reports by Administration Team,**

a. Erin Hart, Administrator

K-12 Enrollment Dashboard: 165 confirmed total, 189 with pending registrations, 200 is budget goal
(102, K-7 and 63, 8-12 – Pending is 116 and 73, respectively)

K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th
18	21	12	13	12	6	9	11	9	10	12	16	16

❖ **Annual Fund**

We're starting the year with \$6,811.31 towards our goal of \$70,000.

❖ **Annual Meeting**

My report is nearly complete and I'll attach the infographic I'm using for the slideshow for your review AND bring it to the meeting.

❖ **Financial Aid**

We're getting close to having maximized our financial aid awards, but it's difficult because of so many last-minute registrations and existing applications that are undecided on acceptance. I hope to have an update by the meeting from Lisa Moore.

❖ **Accounts Receivable**

We're still working on this. We are monitoring re-enrolling families to ensure they have a payment plan to stay current before they're allowed to re-enroll. Randy has been excellent at policing this!

❖ **TRCS Foundation**

Foundation balance is currently \$5,735.87. Distribution and acceptance policy drafts are in the hands of the board members for a September meeting review.

❖ **Core Values**

We've been kicking around Pastor Mark's idea of the core values for about six months, and they're really growing on us. I even used them in an ad for KLOVE! However, I'd like to have the board officially adopt these so that we can firmly establish it's who we are. We change "enthusiastic" to "joyful" because it was easier to fit in ads. Brady made some beautiful seals that use the values which I'll bring along. Can we have a motion to make this official?

❖ **In-Service**

We have a phenomenal, action-packed in-service week planned! Please feel free to join any or all of the activities. We are in the process of ordering awards for the Innovation Awards (funded by a private donor) and the years of service awards.

❖ **Insurance Rates**

The new rates are published (attached), and we've selected the two plans we think we should offer. The first is our existing plan, which is a "Cadillac plan" offering high coverage, but a not-very-affordable rate. The second HSA will qualify as our "affordable care" option that will allow us to be in compliance with the federal Affordable Care Act.

❖ **Website**

The updated website is nearing completion. You can view it at newsite.3riversschool.net.

❖ **Chenoweth Scholarship**

Please see my attached appeal for this new scholarship fund. I will explain more at the meeting.

The Chenoweth Scholarship Fund

“The most important thing for me was people – staff, kids, families. That’s what it’s all about.”

- Jim Chenoweth, Former TRCS Administrator

One of the most difficult things about tuition-driven schools is the issue of affordability. It was always the dream of Jim Chenoweth, former TRCS Administrator, that finances should never be an issue preventing families from giving their children a Christian education. Because of generous donors, TRCS is able to offer a financial aid program that helps defray a significant portion of tuition for many families in need. However, in some situations, that financial aid isn’t enough. When death, illness, job loss, or other tragedies strike, many families are forced to disrupt their child’s education. When they need continuity and the love of their school family the most, the burden of cost gets in the way.

The Chenoweth Scholarship Fund is a separate fund held by TRCS and distributed by a scholarship committee that will help students in duress to stay in school. The fund will be monitored by a scholarship committee that will collect tax-deductible donations and then privately evaluate need and awards. The name of the fund honors the heart of the man who has always known that these children are the center of the ministry – and the fund itself helps those children continue to have that ministry when they need it most.

Please consider becoming a regular donor to this fund. Your monthly gift of \$25, \$50, \$100 or more can help a student’s life be less disrupted when tragedy strikes.

❖ 50th Anniversary Planning

The banners are in and will be hung shortly. Brady has a draft of the book prepared that the committee (headed by Jim Chenoweth) will be fine-tuning for printing. We have an updated seal featuring the core values (mentioned above) that I’m hoping to have approved at the board meeting.

❖ High School Planning

We were approved by the appeal board, the lease should be signed (or close to it) by this meeting, and many changes are underway! High speed fiber optic was installed this week, the new phone system is on its way, and the gym floor goes in Thursday. We’re having to completely tear out their existing stage and rebuild some storage closets and a portable stage, which may be slightly more expensive than we’d planned. We’re still struggling with finding the correct requirements for the chemistry/art eyewash stations, and the gym showers will take 4 weeks for construction since they have to be ADA accessible. OSPI approves schools to have a pending status while these things are underway, so it shouldn’t prevent us from our Sept. 2nd start date. Randy and Carol ordered the new furniture. We’re still working on some kinks with space usage and the existing clothing and food bank ministries, but Pastor Tony and Randy are meeting weekly to make sure we can work through anything that comes up.

❖ Chromebooks & Creative Writing

Teacher Chromebooks have been rolled out. (There’s still some that need to pick theirs up!) Lars has got our administrative app through Google functioning, and we’re prepping for the student rollout, with a projected “in hand” date of Sept. 10 for students. I’m going to teach a Creative Writing elective at the high school which will give me an opportunity to see how these will function (and Ren Web, too!) first hand.

❖ Accreditation:

We’ll be addressing next steps for this at In-service week, but progress is ongoing!

❖ Finances and the Budget:

With the draft budget approved, Quickbooks has been revised to take advantage of “classes,” (which Don Brooks had always encouraged!). The result is a much cleaner looking report. We’ve finished

last year well in the black, as well as our first month of this fiscal year, but still need to watch the reality of our A/R.

❖ **My MEd Program**

Still going and keeping my “A” levels! I’m currently finishing “EDGR 626: Organizational Change.” (How’s that for a timely subject?) This has been one of my favorite classes with a phenomenal professor.

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

“The Boys in the Boat” by Daniel James Brown (I’d love to have this author for the spring – this is such a phenomenal book that Randy put me on to!)

“Here I Stand: A Life of Martin Luther” by Roland Bainton

“Reframing Organizations: Artistry, Choice & Leadership” by Bolman & Deal (This is literally the best textbook I’ve read...)

“The Conviction to Lead: 25 Principles for Leadership that Matters” by Albert Mohler

b. Randy Lemiere, Principal

High School Board Report

- **Moving Out** – With the help of wonderful people, TRCS has moved out of Faith Center Church in Kelso. Pastor Jerry Dahlke was very understanding about the huge job we had to do and said it was fine with him if we did not have all items out of the church by August 7th. We wanted to honor their church by leaving it very clean.
- **Moving In** – July 30th and 31st was very busy at New Life Fellowship Church. Numerous trucks, vans, and trailers made multiple trips from Kelso to Longview. There are too many names to write in this report but the volunteer help was amazing. May the Lord bless all who helped.
- **New Life Fellowship** – Please be in prayer for New Life Fellowship. This move has impacted people and programs and will be challenging for all involved.
- **Enrollment** – Enrollment seems to be improving every day. At the time of this writing, there are 63 high school students enrolled with 10 more saying they are coming. Elementary has 102 enrolled with 14 saying they are coming. That’s 165 for sure and 189 very probable.
- **Curriculum** – New Bible curriculum has arrived for the high school. After extensive study, our Bible staff chose the Bob Jones Bible Curriculum. It should be an exciting and challenging curriculum for our students.
- **Teachers** – At this time (Thursday) I still need a pre-algebra teacher, technology teacher, keyboarding teacher, and physics teacher.

Elementary School Board Report

- **Maintenance** – Elementary rooms are being cleaned and painted. Our custodial and maintenance staffs are amazing. During tours of the elementary campus, visitors are very impressed with how clean rooms are.
- **Curriculum** - New Science curriculum has arrived. We ordered new teacher manuals and a \$1,000 worth of hands-on science materials where students will discover how electricity, magnetism, liquids, solids, and much more work in God’s creation.
- **Classes** – Kindergarten is such an important year for the future of TRCS. Mrs. Hart and I have committed to have great kindergarten experience for children. We have hired two kindergarten teachers; Mrs. Hammond and Mrs. Carroll. Mrs. Woodman, Mrs. Backstrom, and Mrs. Takko have solid numbers. Numbers are low in 4th and 5th (but improving) so Mrs. Vegh will teach this split class. Direct from Hawaii, comes Mr. Joshua Wenzek to teach our 6/7 split. We still need a P.E. teacher for

the elementary school. (Please keep in mind that things can change drastically if we get a large influx of students.)

August In-Service – Please see the schedule for a fantastic week for our staff.

c. Debra Zandi, Early Learning Center

- **Honoring Staff:**

Three Rivers Christian School Early Learning Center staff, remains committed to creating learning experiences with rich curriculum that honors God; so as to create a foundation of a lifetime of learning. Staff members that will receive service awards for their faithfulness and dedication to our ministry include: *Lorene Brown 5 years, Ashley Hiatt 10 years, Debbie McClain 15 years, JoAnne Dodge 20 years and Jill Kletsch 25 years of service.*

- **Preschool Fitness and Fun:**

From Tumbling to basketball, movement and exercise... the preschool physical education and fitness class is designed for good health and optimal learning. Mrs. Kristy Ford will be the specialist for this class and all activities and skill development are based within the curriculum physical development of Growing up Healthy.

- **Toddler Natural Play Space:**

From outdoor chalkboards to blueberry bushes and garden spaces, our children will have the opportunity to learn about the world around them through outside play and experiences while enjoying a natural play space. We have begun this project and will continue this adventure into the Fall! Mr. Chad Weller is working diligently in preparation and leadership of this project. Donor names will appear on a plaque in the garden.

- **Joyful Praise and Music:**

Mrs. Vicki Stagner and Mrs. Barb Noel are the ELC Early Learning music specialists and will be celebrating music in an environment of community learning with our youngest Learners. Children will experience fun with instruments, create and perform movement while developing interests and skills in visual art, dance and singing.

- **Creative Movement and Dance:**

Mrs. Debby Kramer owner and instructor of “Luv 2 Dance” will be joining us to teach dance classes and creative movement to our early learners. She is looking forward to creating an atmosphere of having fun while building a level of coordination, confidence and character in all her aspiring students!

- **Enrichment Classes:**

We have had an ongoing response of continued interest for our Enrichment classes! Fall quarter classes will be announced soon!

- **TRCS Bussing For After School Program :**

Our after school bus pick up continues to be a popular choice for families and children! The bus run provides services to three local elementary schools which include: Northlake, CVG and Columbia Heights for both kindergarten and school age children for our after school program. We are pleased that we can serve and meet a need of the families of our community!

- **Campus Improvements:**

Diligence, servant hearts and positive attitudes is what comes to mind when describing those that worked on and transformed classrooms play yards and buildings. A special Thank You to: Mr. Chad Weller, Mr. Mike Stout, Miss Dawnell Backstrom, and Mr. Ki-Yon Yi and Crews for a job well done!

- **Enrollment/Tours:**

Summer enrollment is at 252 with 7 tours given and 5 scheduled.

- **Staff In Service Days:**

August 29th and 31st, Center closed.

9. Adjournment

Please read reports and review the minutes before the Board Meeting

Next Board Meeting – September 15, 2015

Submitted by Jan Ferguson