

# Three Rivers Christian School Board Meeting

April 19, 2016 at 6:30 p.m. For the regular meeting in the school annex

[x] JoAnne Harford      [x] Jan Ferguson      [x] Rich Gushman      [x] Roxanne Stuart      [x] Bob Stanford

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

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

## 1. Call to Order, Scripture:

The meeting was called to order by President, Harold Erdelbrock. Harold shared from II Corinthians 13:5, encouraging all members in light of Erin's upcoming administrator's evaluation, our need to remember to "examine ourselves" in the light of Scripture. We opened the meeting with a round of prayer.

## 2. Adoption of Agenda:

JoAnne moved that we adopt the agenda of tonight's meeting as it reads. The motion was seconded by Wayne. The motion carried.

## 3. Minutes of the March Meeting:

Minutes of meeting were adopted with a motion by Roxanne and second by Jan. The motion carried.

**4. Guests:** Guests in attendance were Pastor Delashaw and Mike Velills from the Kalama Nazarene Church.

## 5. Finance Report:

Once again we received a good report. The high school has reached the desired number of students, 90 in total to balance the budget. This has been a good month. God is bringing us along quite nicely.

We are blessed with the staff who are working with all diligence to bring us into the black, financially.

Praise Him!

Bob moved to accept the financial report and Jan seconded the motion. The motion carried.

## 6. Old Business:

### Roof in ELC:

The three rooms which sustained damage are nearly completed, however, cracks were seen in some areas and this problem is being addressed by Erin.

### High School Update:

Randy continues to work with the health department concerning issues at the high school building. There are a few open issues: sound panels in the band room; air handling upkeep; showers in the building.

## **7. New Business:**

### **Satellite Early Learning Center:**

We discussed the plausibility of a satellite early learning center in Kalama. Pastor Delashaw met with Debra Zandi and the state licenser earlier in the week. They are awaiting further information concerning the feasibility of such an operation after meeting with the Kalama Fire Department officials and the Department of Health.

### **Evaluation of TRCS Superintendent:**

#### **Reports by Administration Team, discussion if needed:**

Tuesday, April 19, 2016

#### **Report: Administrator, Erin Hart**

K-12 Enrollment Dashboard: 218 confirmed total, 200 is budget goal, 6 are half-time Kinders

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

29 23 15 19 14 6 10 12 14 20 15 22 19

K-12 Enrollment for 2016-17 is current at 65 students.

#### **Annual Fund**

We're currently at \$55,822 towards our goal of \$70,000.

#### **Budget**

Randy and I are still working on next year, and we've been receiving intention slips from teachers.

Requests for Proposals on the phone systems were sent out and we had a walk-through with bidders.

#### **TRCS Foundation**

Foundation balance is currently \$7,665.39.

#### **Chenoweth Scholarship**

We had a group of generous donations that are underwriting two additional recipients for the end of this school year, and may also help us get a start on funding for next school year.

#### **"Tackling the Tough Issues" CPYU Event**

Registrations are continuing to come in. We had a large donor back out, but we've managed to pick up a few others, so we think we're in good shape.

#### **50th Anniversary Planning**

The event is THURSDAY! Things are moving at a good pace, and Melissa Peabody has been working hard to ensure things will go smoothly. Please make sure you RSVP before the board meeting!

## **High School Planning**

We had the health department re-inspection and have a few things we'll need to get written confirmation of from the plumbers and electricians (GFCI wiring and dielectric union in eyewash shower). They are willing to work with us on the possibility of a portable shower for the gym. The largest issue has to do with the air handling system, which we will need to talk to TCMS about. More on that later...

## **Accreditation:**

I hope to bring a revision of the CSIP to the meeting on Tuesday. Teams meet again on May 6th to discuss gathering of evidences, etc. The accreditation visit is still scheduled for the week of October 23rd, 2016. We have a visit from Stephen Roddy, Administrator of Lighthouse Christian in Gig Harbor, who will be our team leader, scheduled for May 11th.

## **Finances and the Budget:**

We were back in the black again this month overall! Another milestone has been reached as the Accounts Receivable are now under \$90,000!

## **ELC Remodel**

The flooring is ordered and in, but we've been held up a bit. The painters discovered some cracks in the sheetrock that the subcontractor needs to come back in and repair. The electrician should be in any day to get the lighting back up. I'm hoping for completion by month end.

## **Go 4th**

Still waiting to hear from Pam on this. The fireworks booth is a "go" in partnership with Valley.

## **Elementary/ELC Security**

I have an initial bid on the new cameras from Cal at Captek, but we discussed it and he's doing a revision based on that discussion.

"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

## **Report Debra Zandi:**

### **Early Learning Center**

Executive Director, Debra Zandi

April 19, 2016

### **Highlighted Programs**

- [Licensor Visit with Kalama Nazarene](#)
- [Early Achievers Education Kick Off](#)
- [Early Education Partnership Celebration](#)
- [UCLA Health Improvement Plan and HCI Home Safety Training](#)
- [IGDI Early Literacy Spring Testing](#)
- [Glazy Dayz Pottery](#)
- [Family Celebration](#)

- Staff Evaluations and Conferences
- Luv 2 Dance Enrichment Classes
- JumpStart Sports Soccer Program
- TRCS Pre-K./Kindergarten Visits
- Kinship Community Garden Partnership
- Staff Appreciation

### **UCLA Advanced Health Care Institute Training**

The Advanced Health Care training in UCLA was absolutely fantastic! Our HCI team has already met and has scheduled staff training in early May and is in preparation for a Parent/Community Home Safety Training presentation May 19th.

### **Early Achievers**

Prepare all children for success in kindergarten and beyond. The Early Learning Center has begun our TRCS Early Achievers Activity Summary and met with our EA coach. I have taken three of the six Professional Training Class Series: Core Competencies, Environment Rating Scales – Classroom Assessment Scoring Systems and Early Learning and Development Guidelines. I am enrolled and will complete the remaining classes in June which include: Cultural Competence, School Readiness and Strengthening Families. Staff is working on completing their professional profiles while Admin. Team is working diligently on facility profile. Operating Guidelines has been completed.

### **Early Education Partnership Celebration**

Longview School District is recognizing Three Rivers Christian Early Learning Center as one of our all area Early Learning Literacy Schools during a celebration after hours at the district office.

### **Early Education Partnership**

Staff and Administration Team attended an L.E.E.P. program meeting in which we created a “Thank you Rotary Book” which will be presented to the Rotary thanking them for their strong support and program collaboration regarding Zero to Hero Math Night.

### **Meetings with Kalama Church of the Nazarene**

An Executive Summary Report will be given at the Board meeting.

### **Enrollment**

Extensive Waiting List

Enrollment Dashboard

FTE Enrollment

Infants 13 16

Toddlers 63.2 84

Preschool 89 97

Kindergarten 28

School Age 102

TOTAL 327

Academically Excellent ~ Joyfully Christian ~ Culturally Relevant

*“Whatever you do, work at it with all your heart, as working for the Lord, not for man.”*

Colossians 3:23

### **Report From the Principle: Randy Lemiere:**

### **High School Report**

**Key Club**-Students in Key Club are still working with children from the Community House. Every Friday afternoon they set up crafts and love on the children. They will also work with Kiwanis Club to clean up their park on April 30<sup>th</sup>. They have taken on a challenge to raise money for the Relay for Life Campaign.

**Kings Way Christian**- Students from Kings Way High School in Vancouver gave a concert last Thursday, April 14<sup>th</sup>. The KW students really inspired our students. It was a very enjoyable time.

**New Eighth Grader** -April 14<sup>th</sup> was the first day for a new student from Mount Solo MS.

**Terra Nova 3 Assessments**- Students from 8<sup>th</sup>-12<sup>th</sup> will be tested in Reading, Math, Science, Social Studies, Language, and Bible. We will also give an assessment called In-View to assess aptitude in our students (3<sup>rd</sup>-7<sup>th</sup>). This takes place from April 19-27. Results should be back sometimes in May or June.

**Krispy Kreme Donuts**- April 22<sup>nd</sup>, the 6<sup>th</sup> graders will be selling Krispy Kreme Donuts for Outdoor School. Proceeds will help with their camp fees.

**Enrollment**- 128 in the elementary and 90 in the high school. Total 218. Last month 215.

***Galatians 5:13 "...serve one another in love."***