

THREE RIVERS CHRISTIAN SCHOOL

Board Minutes

Thursday July 9, 2015

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

AGENDA for regular Board Meeting

1. **Call to Order, prayer, and welcome of guests**

JoAnne called the meeting to order, the meeting was opened in prayer by Harold.

2. **Adoption of Agenda**

Agenda was amended by a motion to remove #10 Executive Session (Administrative Contract). This motion was made by Harold and seconded by Jan. Motion carried.

3. **Minutes of June 16, 2015 meeting**

Minutes were approved as written.

4. **Report from new Business Manager-Jim Conrad**

Jim and his staff are working on some outstanding issues. We are working with the Fatcher-Henry accounting services. The Board thanked Jim for his ongoing efforts.

5. **There were no guests present at the July meeting.**

6. **Old Business:**

High School Update:

There will be a land use planning meeting at the Longview City Hall on July 14, 2015 at 4:30. All Board members are encouraged to be present.

Erin and Randy stated that it is necessary to purchase many items in preparing for occupation of the New Life facility. Some of these items are:

- New gym floor
- Equip Science lab (per Health Dept specifications)
- Chairs/tables
- Basketball hoops
- Communication system
- P.A. system
- Wireless system
- Lockers
- Install and equip Showers
- Moving and installation of the scoreboards
- Labor and Installation fees

Harold moved that the Board authorize Randy and Erin to use of up to \$100,000.00 of Capitol Funds to purchase, equip and install the necessary equipment and employ the men to outfit the new TRCS school facilities at the New Life location.

The motion was seconded by Roxanne. The motion carried.

7. New Business:

Budget Review:

Harold moved to accept the proposed TRCS Budget, set at having 200 students for the 2015-2016 school year. This motion was seconded by Rich. The motion carried.

We believe God will bring in the students.

8. Reports by Administration Team, discussion if needed:

Report: Administrator, Erin Hart

K-12 Enrollment Dashboard: 156 total (93, K-7 and 63, 8-12) *Just FYI, at this time last year, we were 88 at elementary.*

K	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th	9 th	10 th	11 th	12 th
17	21	10	13	9	6	6	11	9	10	12	16	16

❖ **Tuition Assistance Fund**

We ended the year with **\$87,711** raised towards the Tuition Assistance Fund. This year's goal was \$75,000. WOW!

❖ **July 4th**

Wayne and Pam Hayes pulled off an incredible feat by running two booths at once down at the lake. Because of miscommunication on the volunteer list, they didn't have nearly as many TRCS volunteers as they should have – so we owe the Hayes' kids and grandkids a major round of applause. Other volunteers (the VanHammes, the Vanderwerfs, the Parcels, the Veghs, and others) put in multiple 10+ hour shifts. I hate that they had to work so hard, but I'm so grateful we have that kind of community who loves our school! We don't yet have final figures on profit. Please pray for Pam... she received news of her mother's passing immediately after the fireworks were over.

TRCS Athletics did a great job on the fireworks tent from Calvary. Tim projects between \$3,000 to \$5,000 profit. It was lower this year than most because of the extreme heat. Apparently, many organizations were only break-even this year, so we're feeling blessed to have turned a profit. He had plenty of volunteers, except for set-up and tear-down, which he said was more involved than expected.

❖ **Accounts Receivable**

I hope to have an update on this for the meeting, but we're waiting on pulling together the year-end financials and addressing how we want to write off bad debt/collections.

❖ **TRCS Foundation**

Foundation balance is currently \$4,472.04. We had our June meeting and will be working on finalizing the distribution and acceptance policies.

❖ **50th Anniversary Planning**

Brady Backstrom has designed banners which will hang from the lightpoles this year. He's also close to a draft of a book celebrating our last 50 years. Jim Chenoweth agreed to be "chair" for the event, so he and Brady will be working together on tracking down some alumni and getting an event planned. Brady is also working on the update of our website to a mobile-friendly theme alongside my sister, who took over my web design company.

❖ **High School Planning**

Our project goes before the appeal board of adjustment on July 14th for final review of the special use permit. Pray that none of the neighbors object to the usage. We also have a plan review with the health department on July 15th. After that, we'll have to move full tilt into making necessary alterations to the building.

❖ **Chromebooks**

The teacher Chromebooks are in, and we're getting ready to set those up and roll them out to staff. I still need to put together the contract and policies for student use.

❖ **Accreditation:**

We're taking pause over the summer to address other issues, but we've got some phenomenal professional development coming for inservice that will definitely address continuous improvement for the school.

❖ **Name Change:**

It's official! 😊

❖ **Finances and the Budget:**

I'm having Jim Conrod come to talk to the board at this meeting, but we are moving forward and I will have a draft budget for your review on Thursday night.

❖ **My MEd Program**

Still going and keeping my "A" levels! I'm currently finishing "EDGR 655: School Law and EDGR 565: Community of Learners."

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

"Excellence Through Equity" by Blankenstein & Noguera

"School Law and the Public Schools" by Essex

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

Report: Randy Lemiere, Principal

High School Board Report

- High school is all packet up and ready to move. I still have to get rid of 48 student desks, lockers, and 4 science tables.
- Break in – Monday, June 29th, someone broke in to the high school and Faith Center. Three doors were kicked in; the computer lab, room 101, and the school office. They took all of our petty cash and the New Moon Fundraiser money; altogether was a little over \$300. They also took a lap top computer from the sanctuary.
- I'm conducting interview for the 7 teachers that left the high school. No contracts have been issued as of yet but have great potential replacements. We announced that Maija Nordstrom would be our new counselor but unfortunately, she took a job with the Longview School District. The eight teachers that left were: Jana Schmutz, Dan Davis, Judy Hull, Pascale Kaufman, Paul Delashaw, Shiloh Olsen, Elizabeth Tumusiime, and Johnny Rosado.

Elementary School Board Report

- New Teachers – We are very excited to announce that Haley Takko will be teaching third grade this year and Joshua Wenzek will be teaching a 6/7 split class. Ruth Browning, a reading specialist from the Longview School District (retired) will be teaching in the Title I Program.
- Elementary teachers not returning next year are: Sherry Willis, Tom Stiltz, Kristen Longdon, Joan Rabideau, and Brenda Angelico.
- New Science Curriculum – Staff chose to use Bob Jones University science curriculum for next year. We have been using various programs and FOSS Kits. The kits are almost twice the cost of the BJU curriculum.

August In-Service - Erin and I are working on the August In-Service week. Teachers will be required to take various classes that will improve their teaching or other professional development skills. Some of the classes are: New Teacher Orientation, Intro to Chromebooks, Writer's Workshop, TerraNova 3 Evaluation, Best Practices: Reading and Vocabulary, Intro to RENWEB, First Aid/CPR, Accreditation, Where are we and where are we going, and much more. This is what great school districts do for their staff!

Debra Zandi, Executive Director-ELC

❖ ***Summer Kids Camp***

Kids Camp 2015 continues to be a high energy summer program with over 200 children in attendance! The summer has exploded with activities, learning, discovery, VBS, Swimming Lessons, worship and fun!

❖ ***School Age Program***

ELC has 55 registered school age students enrolled in our summer Kids Camp program. Total enrollment for this program includes 35 public school students and 20 TRCS students.

❖ ***Tours***

Thus far in July, we have had 11 scheduled tours with 15 new children. One of the processes of initial inquiry is to ask "How did you hear about us?" Recently JoAnne reported that 98% of family inquiries have been recommended to us by friends, family, coworkers and former students of our community.

❖ ***Summer Improvements***

We have expanded bus transportation service for field trip adventures, began work on the *Natural Toddler Play Space Slide Hill*, classrooms are in process of getting painted, floors waxed and in some rooms replaced.

❖ ***Kinship Garden***

The kinship garden is growing with fruits and vegetables and the additional garden spaces are beautiful. Many have dropped by to explore and then stopped by to share their appreciation for this blessing on campus!

❖ ***Child and Adult Care Food Program (CACFP)***

JoAnne and I will participate in the mandatory CACFP food training via webinar in August.

❖ ***Looking ahead...***

Volleyball Skills Camp

July 20 – 22

Swimming Classes	July 20 – 31
Staff In- Service Days	Aug. 28 & 31

June	FTE	Enrollment
Infants	14.6	19
Toddlers	47.4	67
Preschool	89.3	116
Kindergarten		28
School Age		74
TOTAL		304

9. Adjournment:

The meeting was closed with a session of prayer by all Board members.