

THREE RIVERS CHRISTIAN SCHOOL

Board Minutes

Tuesday November 17, 2015

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

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

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

AGENDA for regular Board Meeting

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

Harold called the meeting to order and shared Deut. 6:4-9 "Hear, O Israel: The LORD our God, the LORD is one.^[a]⁵ Love the LORD your God with all your heart and with all your soul and with all your strength.⁶ These commandments that I give you today are to be on your hearts.⁷ Impress them on your children. Talk about them when you sit at home and when you walk along the road, when you lie down and when you get up.⁸ Tie them as symbols on your hands and bind them on your foreheads.⁹ Write them on the doorframes of your houses and on your gates." We opened the meeting with a season of prayer.

2. Adoption of Agenda

Agenda was amended by Harold to include an executive session following the regular meeting.

3. Minutes of October 20, 2015 meeting

A motion was made by Jan to accept the minutes as written and seconded by JoAnne. Minutes were approved as written.

4. **Guests:** *There were no guests present.*

5. Report from Treasurer:

Report from the treasurer was given by Rich.

6. Old Business:

High School Update:

Bleachers go up on Friday, Nov. 27

Closets are done

Shower surround-eyewash center waiting on the plumber

E.L.C.:

Roof must be replaced

Serve Pro still, drying things out

Carpet is adhered to old linoleum

Linoleum has asbestos

Abatement in process

Cleaning of cabinetry ongoing

Tallying costs-still in process

7. New Business:

Accreditation Standards:

Working on continuous school improvement plan

Forward planning ongoing

Board self-assessment? How will this be done? Next meeting.

Discounts for next school year-next board meeting.

8. Reports by Administration Team, discussion if needed:

Report: Administrator, Erin Hart:

Report: Administrator, Erin Hart

K-12 Enrollment Dashboard: 208 confirmed total, 200 is budget goal, 6 are half-time Kinders

| 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 |
|----|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|------------------|
| 28 | 23 | 14 | 18 | 14 | 6 | 11 | 12 | 13 | 14 | 14 | 21 | 20 |

❖ **Annual Fund**

We're currently at \$20,601 towards our goal of \$70,000.

❖ **Financial Aid/Discounts and the Budget**

After going through many options regarding aid and discounts, I have some recommendations that I'm going to run by finance committee and that we should discuss on Tuesday night...

❖ **TRCS Foundation**

Foundation balance is currently \$6,612.38. I'm currently rushing to get the 990 filed because the treasurer is ill...

❖ **Chenoweth Scholarship**

We've raised over \$3,500 alongside assorted pledges – and it will more than cover the scholarships awarded for this year, as well as build the fund for the next year.

❖ **Chapel, etc...**

I'm doing a special chapel at the high school on Friday to address some of the issues we've had there. I'm also considering starting a monthly lunch date up there just to have opportunity to talk with the students and hear what they think. I also get to speak at Calvary Community on Sunday and thank them for walking with us through this crazy high school move.

❖ **Christmas Shopping Festival**

It's Saturday! This thing has sure grown for us over the years. I hope you can all join us and buy some prize drawing tickets. 😊 Many thanks are due to Melissa Peabody for helming the CSF ship this year.

❖ **Technology Plan**

I've just ordered 4 more projectors and __ document cameras to attach to them for the high school. I still need 3 more for that campus to be complete, and ultimately we need 6 more of each on this camera to equip the elementary teachers. (About \$3,000 more...)

❖ **Staff Satisfaction Surveys**

The surveys went out last week and I hope to have a report for you by Tuesday's meeting.

❖ **50th Anniversary Planning**

The book is nearly complete. We'll be preselling at the Christmas Shopping Festival this weekend, along with commemorative Christmas ornaments (\$5). Still waiting to hear back on our author, which will help us select our banquet date based on his availability.

❖ **High School Planning**

The storage areas are done, and the portable stage has arrived. The bleachers are delayed, but should be in before the first game on Dec. 1. The eyewash shower is here and will be installed

soon. The Fire Marshal came back for re-inspection and found two other broken emergency lights, but those will be fixed and he approved all other changes. Science room cabinets are awaiting install of the eyewash so they can be built around/simultaneously.

❖ **Accreditation:**

Teacher contributions to proficiencies should be done by the beginning of December, and then Randy is taking them through curriculum mapping. I have a “to-do” list for the board that I’ll bring tonight, and then we can map out next steps and focus for the board retreat in January.

❖ **Finances and the Budget:**

While the ELC had to pay a \$3,000 membership fee this month, they still came very close to break-even. Elementary was in the black (WOW!) and the high school is still behind with staffing and technology expenses, but we’re moving in the right direction...

❖ **Rentals:**

KCA’s family is moving in to the brick house right now, and I’m still collecting bids for the white house repairs. Each project that we look closely at leads to another project, but Mrs. Carroll is very enthusiastic about moving in and helping with some of the work... Hooray for our great community here! 😊

❖ **Accreditation Site Visit:**

Randy went on the accreditation visit for me and had a great time. He came back inspired and motivated, AND feeling that we’re well on our way!

❖ **My MEd Program**

I’m DONE! I’ll send you my final action research thesis if you’d like some light reading. 😊 I’ll walk on December 12th so my girls can see what “done” looks like. THANK YOU to the board for the wonderful flowers and “Student of the Month” recognition. I didn’t see that coming. I feel so blessed to work here and do this job. Thank you.

"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 Principal Randy Lemiere

High School Report

- Veteran's Day Chapel Mrs. Moore's father, Glen Niner, helped the high school celebrate Veteran's Day. Mr. Niner was interviewed by Mrs. Moore about childhood, high school, and his military service during WWII. He told stories in Europe and how God protected him along the way.
- Volleyball Our girl's volleyball team won the Columbia Valley League title with a record of 144. November 7th, they competed in the 1B District IV Championship and placed second to send them to "State" November 13-15. Congratulations go to Mrs. Lisa Caddel, our coach, and all of the players. Fly Eagles Fly!
- Basketball High school basketball is just around the corner. Boy's coach, James Murphy is again guiding our boys and J.D. Ott will again direct our girl's team.
- HS/MS First Quarter Grades First quarter grades were sent home Thursday, November 12th.

Elementary Report

- Book Fair We had a very successful Book Fair. We'll have another book fair with Christian books as well.
 - Student of the Month Sticking with the theme, "Serve One Another," TRCS elementary chapel recognized several students from each class. Mrs. Hart was also recognized as being an excellent "Student of the Month."
 - Teddy Bear Parade Primary students paraded with their teddy bears on October 30th. It is a fun tradition we have every year.
 - Early Release Wednesday November 4th was early release day. Teachers on both campuses worked on grade level proficiencies. These proficiencies will be a huge part of our curriculum guide for ACSI accreditation.
 - DIBELS DIBELS assessments have been completed for every student in K-5th grades. Teachers compare DIBELS scores with the TerraNova3 scores to make individual reading plans for students. Dr. Rauth, Ruth Browning, and Roxanne Stuart were instrumental in completing all of the data.
- ☐ Accreditation Team I was fortunate and blessed by becoming a part of an accreditation team that spent three and a half days at Columbia Christian School in Portland, Oregon. I received 6 quick hours of accreditation training. I gleaned a mass amount of knowledge to help our school with the accreditation process. We will be ready next October!

Enrollment 126 in the elementary and 81 in the high school.
Total 207. Last month 207.

Randy Lemiere

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

Report Early Learning Center, Debbie Zandi

ELC Board Report
Executive Director, Debra Zandi

November 17, 2015

- **Tours:** Currently classrooms are full.
- **Immunization Status Report:** Completed and submitted.
- **Emergency Doors and Fire Inspection:** Completed
- **Pictures Retakes:** November 19th.
- **Licensing Review:** In process.
- **Toddler Rooms 12, 13 and 14:** Repairs in process.
- **Earthquake Drill:** Completed (Quarterly Emergency Drill).
- **Playground Chips:** New bark chips have been delivered and dispersed under fall zones on all playgrounds which meet the safety standards for playgrounds in Washington State for children. The improvement of those areas adds to an ongoing commitment of providing a safe environment for our children in every area of our facility.
- **Professional Learning Circle:** Several staff recently was invited and attended a Professional Learning Circle held at Lower Columbia College focusing on *Kindergarten and Pre-Kindergarten Early Learning Collaboration*. It was a wonderful opportunity to network within our educational community to build relationship between kindergarten teachers and Pre-Kindergarten early learning professionals.

• **Conference:** Cowlitz County hosted an Excellent *Early Education Conference*. The conference continued throughout the day with afternoon breakout sessions of various class offerings. Many of our teachers took advantage of this opportunity for continuing education and looking forward to implementing ideas from the conference.

• **A Christmas of Warm Blessings:** We have begun collecting hats, scarves, mittens, small blankets, and boxes of hot chocolate for our annual *Christmas community outreach* project to benefit children of Cowlitz County. Please feel free to come to the main hall and hang items of your choice on the Christmas trees and bless a child!

• **Fundraiser:** Otis Spunkmeyer Cookie Dough and Believe fundraiser was a great success with a total of reaching approximately \$4000.00 in which TRCELC will net 40%. *All merchandise arrived and was delivered to families.* Proceeds from the fundraiser will go towards classroom learning tools, and play equipment. A special Thank You to those that placed an order and please know that you are truly valued!

• **Christmas Enrichment Class Opportunities:** With a Christmas theme we will soon begin a new venue of Enrichment classes. Families and students are looking forward to the holiday themed selection of *gift making and Christmas baking!*

• **Glazey Dayz Ceramics:** Jill, owner and artist from Glazy Dayz Ceramics will be on campus to assist children in creating a *Christmas keepsake* for the special people on their Christmas list.

• **Christmas Programs:** Classrooms are planning celebrations of Jesus' birth by gathering families in various locations for a family Christmas program. *Dates and locations will go out in our monthly newsletter.*

~**Academically Excellent**~ **Joyfully Christian**~ **Culturally Relevant**~

| November | FTE | Enrollment |
|-----------------|------------|-------------------|
| Infants | 13 | 18 |
| Toddlers | 54.4 | 69 |
| Preschool | 82.2 | 102 |
| Kindergarten | | 31 |
| School Age | | 89 |
| TOTAL | | 309 |

To you and yours a very Blessed Thanksgiving!

9. The Board meeting was adjourned and an Executive meeting was called.
10. Wayne Hayes closed the meeting with prayer