

THREE RIVERS CHRISTIAN SCHOOL

Board Minutes

Tuesday, June 16, 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

Guests: Rev. Lance Caddel-Valley Christian Fellowship

Josh Anderson-New Life Fellowship-Pastor of Youth

Rob Pierce-New Life Fellowship-Elder

AGENDA for regular Board Meeting

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

JoAnne called the meeting to order, the meeting was opened with a round of prayer by committee members.

2. Adoption of Agenda

Agenda was adopted as written.

3. Minutes of March 17, 2015 meeting

Minutes were approved as written.

4. Finance Committee Report

Rich explained the finance committee report and answered questions pertaining therein.

Changes have been made concerning two financial agents employed by Three Rivers Christian School:

	<u>May 2015</u> <u>(Accrual)</u>	<u>YTD 2014-15</u> <u>(Accrual)</u>	<u>YTD 2013-14</u> <u>(Accrual)</u>
Consolidated Bottom Line	<u>\$2,140.06</u>	<u>\$43,581.43</u>	<u>-\$43,343.28</u>
(without depreciation)	<u>\$4,123.40</u>	<u>\$65,398.17</u>	<u>-\$20,504.44</u>
CDC Bottom Line	<u>\$7,449.89</u>	<u>\$66,829.89</u>	<u>\$52,100.22</u>
(without depreciation)	<u>\$8,239.89</u>	<u>\$77,004.89</u>	<u>\$63,686.81</u>
HS and Elem. (combined)	<u>-\$5,309.83</u>	<u>-\$23,248.46</u>	<u>-\$95,443.50</u>
(without depreciation)	<u>-\$4,251.49</u>	<u>-\$11,606.72</u>	<u>-\$84,191.25</u>
Elementary Bottom Line	<u>-\$10,386.90</u>		
(without depreciation)	<u>-\$9,857.73</u>		
High School Bottom Line	<u>\$5,077.07</u>		
(without depreciation)	<u>\$5,606.24</u>		

Checking Account Balance: \$76,140.85 Savings Balance: \$167,888.78 Reserve Fund Balance: \$12,965.16
 2014-15 Prepaid Tuition: \$45,829.25 2015-16 Prepaid Tuition: \$5,335.00 2015-16 Prepaid Registration: \$11,800.00

	<u>TOTALS</u>	<u>1-30</u>	<u>31-60</u>	<u>61-90</u>	<u>Over 90</u>
Accounts Receivable:					
CDC	\$34,169.98	\$5,043.00	\$2,173.70	\$1,275.90	\$25,677.38
Elementary	\$52,816.43	\$8,538.02	\$6,198.97	\$38,079.44	-
High School	\$24,668.05	\$7,909.85	\$5,443.34	\$11,314.86	-
TOTAL:	\$111,654.46				

Capital Funds Heritage Checking Balance: \$123,383.11

Capital Funds Total CD Balance: \$709,570.65

Amount spent on High School/VCF: \$ 9,585.92 (July 2014 thru May 31, 2015)

TRCS Financial Health Index Ideas:

Days of Expendable Reserves: (undesignated funds/daily cost of operation) Estimated 10 operational days cash reserve.

Total Monthly Giving: \$ 29,733.08 (includes all donations/TAF, capital, etc.)

The TRCS Board voted unanimously to empower two new financial agents, Linda Mills as Book Keeper and Jim Conrod as Business Manager for all accounts payable. Therefore Linda Mills and Jim Conrod should be added as signatories on all accounts. Brenda Lemonds' signatory authorization shall be removed from all accounts.

The Board also voted to add Chad Weller and Mike Stout to the Lowes account to facilitate ease in getting their work done for the schools.

Old Business:

An informative discussion concerning the location of the TRCS High School was enjoined. Erin provided information concerning the cost of adding sprinklers to Calvary Community Church as per fire code adherence. An estimate from Viking found the cost to be between \$250-300,000. This cost would be financially and timely prohibitive to our using this facility this Fall.

The Board wants to add that the outpouring of overwhelming support and assistance from the Council and Pastoral staff of Calvary Community has been an incredible experience of faith and love for everyone involved in this process of finding a location for our school for the 2015-16 season.

Lance Caddel addressed the Board stating that while they still are eager to have a TRCS campus on the Valley Christian sight, they are desirous of having the Lord's best and perfect will done for the school above all other considerations. All Board members expressed heartfelt thanks for Valley's support, openness and encouragement during this time of transition.

The Board hosted a lengthy discussion with Josh Anderson and Rob Pierce of New Life Fellowship concerning the feasibility of moving TRCS High School to their church sight. The Board voted unanimously to begin all analysis necessary to accommodate our entry to this campus by August, 2015.

Pastor Mark Schmutz's summation of these deliberations is appropriate:

"Coming through the Valley, going to Calvary and finding New Life."

Harold made a motion to authorize Erin Hart to use up to \$20,000 in order to facilitate, with all speed, all necessary operations to facilitate moving TRCS School into New Life Fellowship Church campus by August, 2015.

New Business:

2015-2016 Budget

Harold made a motion to move Budget approval to the July Board meeting so we have a better idea concerning the exact nature of the numbers TRCS will be working with for the year.

Rich seconded this motion. The motion passed.

Health Insurance for Employees of TRCS

Erin stated that there will be positive changes in the policies for employees of TRCS this coming year in the Kaiser Permanente policies. The policies will cost less and offer better plans. This information met with approval.

Athletic/Extra Curricular Participation/School Fees

This item was discussed and tabled until our next meeting in order to have input from the athletic director and financial persons involved.

Administrators Reports

a. Report: Administrator, Erin Hart

Report: Administrator, Erin Hart

*** Tuition Assistance Fund**

We are currently at just over \$86,000 raised towards the Tuition Assistance Fund. This year's goal was \$75,000. INCREDIBLE! God is so good!

*** Jog-a-Thon**

We were worried with the slow start to Jog-a-thon, and the lack of high school runners, but we managed to gross \$15,000 (which was \$3,000 more than last year!) and net almost \$12,000! WOW! Huge thanks go to Marie Erickson, Kaylene Partridge, Stephanie Dunnigan, Jade Welch and Melissa Peabody for all of their hard work. It was also great to have the entire high school present for Service Day on the same day as the event. We had no shortage of volunteers, and that made everything run smoothly.

*** Accounts Receivable**

Just had another large payment this morning, and Lisa is reviewing re-enrollments in light of any existing balances.

*** Enrollment 2015-16**

We're at about 100 kids, K-12, but we extended early enrollment until June 30th, so many families will await that deadline and news of who will be teaching their child next fall. Had another new tour today. Please keep praying for meeting or exceeding our 210 goal.

*** TRCS Foundation**

Foundation balance is currently \$4,472.04.

*** K-12 Proficiencies**

We've received most of the edits back and need to work on the next revision this summer.

*** STRIVE**

WOW! From building a working wind tunnel to creating a stop-motion animation of the fruits of the holy spirit, our trial run of the STRIVE program was fantastic! Mrs. Nortness really has a gift of working with these self-motivated, interested kids. I think next year's full-year endeavor will be amazing.

*** 50th Anniversary Planning**

Brady Backstrom (TRCS Alumni) is home for the summer after hand surgery, and one year away from finishing his BA in Marketing. I've hired him on a part-time basis this summer to help coordinate the 50th anniversary and work with me on updating the website and promo materials. It's a perfect fit, and while I'm sad this avid musician had to have hand surgery, it's a huge blessing to the school to have him.

*** High School Planning**

I have a mountain of updates on the planning process that I'll share at the meeting.

*** Chromebooks**

We meet with the rep from Google today on next steps for implementing these for 8th – 12th. I'll keep you posted.

*** Accreditation:**

Our "to-do" lists are complete, and I've attached the board's to the agenda.

*** Name Change:**

Still waiting for official receipt from the IRS on this.

*** Finances and the Budget:**

Futcher & Associates is currently analyzing an accountant copy of our Quickbooks to do an end-of-year cleanup and make sure that we're where we need to be to start the new fiscal year correctly. From an accrual standpoint, it was a good year. We still have a distance to travel on minimizing the AR, but we're taking the right steps. I will have a draft budget attached to this report to approve at this meeting.

*** My MEd Program**

Still going and keeping my "A" levels! I'm currently finishing "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):

These two books are phenomenal, and I would highly recommend that the board and administration read them together this coming year:

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

"Learning from the Best – Volume 2: Growing Greatness in Christian Schools" by Gene Frost

"Understanding Education Research" by Shank, Brown & Pringle

"Educational Research" by McMillan

"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. Principal, Randy Lemiere

High School Board Report

- **EOC Tests** – Ninth and tenth graders took the End of Course state assessments. We'll see results next fall.
- **Senior Awards** – June 4th was the Senior Awards night. Many seniors received academic and behavior awards. Students also received thousands of dollars towards college tuition. We had our first Washington Scholar and had 4 Washington Honor Award winners.
- **Baccalaureate Service** – Our history teacher, Dan Davis was the guest speaker at the Baccalaureate Service. A senior student worship team led us in worship.
- **Graduation** – June 7th, 31 seniors graduated at the 7th Day Adventist Church. It was a wonderful ceremony. Twenty-four students are off to college, 3 to the military, and 4 undecided. Many of the college bound students are headed to the medical field.
- **Donation** – We had a \$500 donation from a grandparent that was so appreciative of our efforts that they gave this amount for the new high school.

Elementary School Board Report

- **Kindergarten Graduation** - Twenty- nine kindergarten students graduated from Mrs. Hammond's and Mrs. Carroll's classes.
- **Safety Patrol Party** – Tuesday, June 9th, the Safety Patrol Students were given a party to say thanks. Pizza and ice cream were on the menu. We believe one student this year actually saved a young child from being hit by a car.
- **Field Day** – 1st – 7th graders participated in the all school field day. Mrs. Palmer and many volunteers organized many fun events for students to enjoy.
- **Awards Assembly** – June 12th the elementary campus had the traditional Awards Assembly. Students were recognized for Bible Scholars, PE, Safety Patrol, Chess Club, Strive, Diligent Scholar, Outstanding Citizenship, Academic Excellence, President's Award, Outstanding Student, Principal Award, and many other awards.
- **STRIVE** – The STRIVE Pilot Program was a terrific success. Students displayed their projects at the Awards Assembly and were very impressive. We look to expand the program next year for our academically talented, self-motivated students.

Enrollment - High School enrollment so far for September is 32 students. Elementary enrollment so far is 76 students.

Randy Lemiere

c. Early Learning Center, Executive Director, Debra Zandi

➤ **Tours**

I have given 8 tours thus far this month resulting in 18 new students! Total current Enrollment for the ELC is 309 children/students! God is so good... all the time!

Father's Day Programs

Classroom Father's Day celebrations! Each class has chosen to honor both Dads and Grandpas individually. Dad's and donuts, special gifts, poems and songs are only a few of the selected ways of celebrating.

Graduation

Preschool graduation was an important part of our month with 4 Prekindergarten classrooms celebrating in graduation programs. They were very well attended and enjoyed by all!

Bus Drivers

We are in the process of scheduling our summer activities and Mr. Jed Schroeder has graciously agreed to drive bus for our students this summer. He does an extraordinary job and we are thankful!

Summer Program

"TRCS Summer Camp 2015" summer program kicked off Monday, June 15th. We are looking forward to the many experiences and activities that have been scheduled and planned! We have fun-filled weeks, each with a different theme and fun activities and opportunities for everyone. In addition, we have VBS, Child Evangelism, swim lessons, enrichment classes, park outings; library visits, community leader visits and lots of water play all on our summer agenda!

TRCS Community Garden

Our garden has been planted and we are now in the process of learning, nurturing and cultivating. Children and families continue to be delighted with this enhancement of a learning space and area.

Toddler Natural Play Space

We have begun the endeavor of creating our Toddler Natural Play Space. The slide has been ordered which will be imbedded in "Toddler Hill"! We will continue this exciting project throughout the summer!

Main Building Updates

We have begun summer maintenance in main building and it is looking great! The court yard has been weeded, rooms 104,106 and 108 were painted and new vinyl installed in Room 108 restroom.

Guest Speaker:

Dave Collins, St. Johns Hospital Head of Trauma Unit "Importance of Helmets"

June 16th

Field Trip: Fire Station

Community Safety

June 17th

Vacation Bible School

Journey off the Map

July 7th - 10th

Swimming Lessons

Water Safety

July 20th - July 31st

Center will be Closed

Recognition of Independence Day

July 3rd

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May	FTE	Enrollment
Infants	14	19
Toddlers	58.2	78
Preschool	96.3	109
Kindergarten		28
School Age		75
TOTAL		309

