

ST. PAUL'S LUTHERAN SCHOOL
BOARD MINUTES
September 17, 2015

Call to Order: Chair Aaron Floyd called the meeting to order at 6:02 pm.

Present: Aaron Floyd, Janet Merz, Patrick Carrillo, Danielle Walter, Tom Treat, Lisa Day, Pastor Hein, Mona Hein.

Absent: Cathy Mulhall, Ty Zumach

1. Opening Prayer

Pastor Hein opened the meeting with a prayer.

2. Approval of the Agenda

Moved, seconded, and approved.

3. Approval of the Minutes

The minutes of the 8-20-15 meeting were moved, seconded, and approved with two correction.

4. Communication with Staff

Leanna – Younger age group classes were asked if they would like to create an item for the auction. 2 of the teachers will make something. There is still an open position that is having trouble getting filled. For some reason the applications are not coming in. A request was made to Leanna for the childcare building to be used after hours for a meeting October by an outside group. A flyer was shown to the board. 5 childcare staff members have volunteered to work on the night of the auction.

Tom –The elders approved John Rolf's outside work request. The new desk should be arriving soon. WFA will not allow us to use the gym on Friday's for PE so other arrangements have been made. Still researching bark for the playgrounds to find what we need at a reasonable price. 4th & 5th grade went to Lutherhaven. All school bbq coming up Sept. 25. Jim Scriven to visit on Oct. 6.

5. Old Business (before Leanna leaves)

a) Tailoring Childcare Enrollment for Long Term

The childcare application will be reviewed and a questionnaire added similar to the one that was added to the school application last year. Questions about long-term planning will be added. This discussion will continue.

6. Current Business

b) Childcare Budget

The August budget was handed out for review. Over budget for August.

c) School Budget

The August budget was handed out for review. Looks good at this point.

d) Enrollment Update

The current enrollment list was emailed out to board members prior to the meeting. Enrollment numbers are looking good, but still some enrollment changes happening.

7. New Business

e) Admin – Strategic Plan

Tom passed out a list of his goals for the near future. Accreditation was discussed and it was decided to start to get the school ready, but not proceed with the accreditation process at this time.

f) Admin – Fire Drills

Drills have been performed at both campuses and a new form was created for documentation. Tom spoke with the Wen. Police Dept. about security issues and will talk with them more later.

g) Admin – Service Statements

A special need student has been enrolled in PK. There was discussion of whether the school was able to meet the student's needs. Tom and Mrs. Kleinfeldt will meet with his family and the teachers of his other class to see if we will be able to continue with him here at St. Paul's.

h) Rotating Teachers at school board meetings

It was decided that it would be good to have all of the teachers take turns coming to the board meetings. It should only be 1 meeting each year per teacher.

8. Old Business

i) Constant Contact

Lisa signed up for the trial period and showed the board what a group email would look like. The cost for non-profit groups is \$168 + tax for 12 months (can be suspended during the summer), if paid annually. Since this was previously approved, Lisa will pay for it.

j) Auction Fund Utilization (Bark, Desks, other PO's)

PE equipment has been ordered, desks have been ordered, iPads and bark are still in process.

k) Staffing

School is fully staffed, but some changes have been requested. Star Downey has requested her start date be pushed back to Nov. 1. Paula Bengel will continue to sub, but it will be somewhat difficult for her. May need some other subs to help cover. The substitute list is rather short and we are looking to add to it. No prospects at this time for a music/band teacher. Kris Sullivan will start classes in October.

9 Other

l) Scholarship Request

A family in need has approached Mona in the church office about a scholarship. The family needs to fill out the scholarship application for review.

10. Next Board Meeting: October 15, 2015; 6:00 PM.

11. Adjournment: Regular meeting 8:40pm.

Respectfully submitted, Lisa Day, Recording Secretary