



Christ Lutheran School

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March 24, 2009

Christ Lutheran School Board of Education

Present: Craig Boche, Judy Ellis, Steve Stortz, Scott Stevens, Anne Raders, Kathy Gebhardt, Beth Pasold, Bryon Baker, Curt Blackman, Monte Glaser, Connie Bichlmeier (Grace Rep), Eunice Brandt, Gary Weber.

- 1. Opening Prayer 7:00 P.M. Devotion 7:30**
- 2. Approval of Minutes** – Regular meeting February 24th. Minutes reviewed. Motion made to approve February 24, 2009 minutes. Seconded and approved.
- 3. Financial Reports** – Emailed from Judy Bohn and handouts at meeting
 - a. School Financial Statements – All reviewed. Motion made, seconded and carried to approve Transaction Detail by Account.
 - b. Hot Lunch finances - Reviewed
 - c. Review tuition/registration fee collection -
 - i. 2 families behind two months, letters sent, visited with families
 - d. Review preschool tuition/fee collection
 - i. 2 three-day families – Mr. Stortz has been in contact with families
 - ii. 2 five-day families – Mr. Stortz has been in contact with these families
- 4. Principal's Report – see attached**
- 5. For discussion only**
 - a. Call process – Phone interviews with three candidates scheduled for next Mon., 3/30. Will be taking names from congregation at large over next few weeks. Call committee will be meeting with CLS faculty Wed., 3/25 at 4:30pm to update them on call process and keep lines of communication open.
 - b. Thank you letter – read from family who board of ed. agreed last month to allow discounted tuition.
 - c. Terms expiring this year are Beth, Craig, Bryon, Scott for BOE. Each has served three years, however could serve a second term.
- 6. Old Business**
 - a. Curriculum review/adoption policy (2nd reading) – Policy was sent home with each board member at last board meeting for review. Motion made and seconded to accept Classroom Materials Approval and Purchase Policy as presented. No further discussion. Motion carried.



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7. **New Business**

- a. School Nurse contract through ESU 8 \$40.00/hr, 4 hr/wk x 36 weeks = \$5760
Fee is included in school budget. Linda Hughes, RN, visits CLS every Wed. morning.
Motion made to authorize Mr. Stortz to enter a contract with ESU for nursing services to continue for 2009-2010 school year. Motion seconded and carried.
- b. Calendar for 2009-2010 – 1st day Monday, August 17th, last day Wed. May 19th ???
Drafted calendar reviewed and discussed. Will review with staff and bring back to BOE for approval in April.

8. **Executive Session**

- 1) **Board Goals** – These are here only so that we continue to monitor our progress. Goals can be added or deleted by the group at any time.
 - a) Major goals for the Board to accomplish this year;
 - i) Develop a job description for board members
 - ii) Develop plans to restructure out board meetings to make them more efficient.
 - iii) Develop a 3 and 5 year plan for facility – including an audit of all major systems with appropriate records documented.
 - iv) **★Develop a dashboard for Christ Lutheran School (done)**
 - v) **★Develop a plan for the systematic review of school curriculum that puts the board in the loop. (done)**
 - vi) **★Develop a marketing plan. (done)**
 - vii) Review and revise policy – especially personnel policy as it relates specifically to the school. (on hold until new principal called)

Minutes respectfully submitted by Judy Ellis, Secretary.



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Christ Lutheran Board of Education Principal's Report March 24, 2009

- A. Current enrollment
 - a. Preschool - 2AM 14 full, 3AM 20 full, 3PM 13, 5AM 18 = 65
 - b. Dayschool K-38, 1-37, 2-25, 3-38, 4-24, 5-33, 6-26, 7-31, 8-24 = 276
- B. Administrative interventions
 - a. 1 student exceeded limit for behavioral detentions – BOE reviewed case and permitted to continue under probationary status and conditions
 - b. 1 student in-school suspended for breaking probation on late work
- C. Preschool registration for 09-10 is at 57 students 3 AM is full, 2 left in 5 AM, 3 enrolled in PM
- D. Administrative team
 - a. Annual fund total collected so far \$20,905.10, Thrivent match \$3,635.00
 - i. Down \$6814.90 from last year, Thrivent down \$766
 - b. NLSA –
 - i. Should be going to the printer on Wednesday, with delivery to visiting team by Saturday.
 - ii. Visitation will take place April 28th. May contact BOE members
 - iii. Many thanks to Janice Johnson, Eunice Brandt, Suzanne Riedel and Steve Hakes for their hard work two intense days!
 - c. Marketing
 - i. Kindergarten registration February 19th, roundup march 10th. 25 students have registered
 - ii. Grades 1-8 155 students have reenrolled so far
 - iii. As part of NLSA, have developed a marketing plan. The marketing committee met March 17th and prioritized efforts. Website task force meeting later this week.
 - d. Plant sale– off and running. 2 weeks completed. Have talked with Janet – online ordering now works, PDF download still has problems.
 - e. National Lutheran Schools Week March 2-8 went well. Thursday no school due to funeral.
- E. Call committee update
 - a. Two names from Don Weber, one from Steve, one through Pastor Winter
 - b. Telephone interviews scheduled for March 30th.
 - c. Call committee to talk to staff at 4:30 March 24th.
- F. Event Report
 - a. Christ Lutheran Site Planning focus group meetings April 20-22
 - b. Christ Lutheran will be hosting Teachers Convention in October 22-23. 2009
 - c. Formal teacher observations scheduled during next few weeks.
 - d. I did not attend the LEA administrator conference earlier this month in order to keep NLSA on completion schedule

Respectfully Submitted
Steven Stortz