

–Board of Christian Education –

–Meeting Minutes 08/19/2024 – 6:00 pm – Faith Lutheran School

In attendance: Karen Conrad, Theresa Barnes, Samantha Rimes, Jeff Knittel, Matthew Fretwell, Beth Lowell, and Tim Leech

Opening Prayer / Devotion – Karen Conrad

Guests / Visitors – No Guests/Visitors.

Approval of Minutes – Samantha made motion, Theresa seconded and All approved

Reports

1. Principal's Report – Library upgrades are being completed. Continued differences with custodial schedule– cleaning during school hours instead of after school hours. Discussed early release and continuing it. There were concerns about personal devices used for school, Tim has addressed and has identified that there should not be any concerns regarding this. Pay for performance for music teacher this year.
2. Financial Report – Report reviewed.
3. Chairman Report –Stewardship will be hosting a campaign Aug 10-Nov 20. BOCE passed out letters to update church members on how the school is functioning.
4. PTL Report – Classroom parents have been identified. Selling school magnets for \$5. Reviewed upcoming PTL events. Internet safety course is still being organized, the PTL has been in contact with Lake County Sheriff.

Old Business

1. Campus Safety and Security – Fire Drill was successfully completed with no issues. Woodchips will be added to the playground within the next few weeks.
2. Advertisement Banners – Wanda has agreed to print banners, still figuring out pricing.
3. Enrollment (287 Total – Record K-8 Number) – Enrollment numbers are doing well. Still kids on waitlist for some grades.

New Business

1. Staffing Updates – New Kindergarten teacher has been hired and is on a one-year contract. New 5<sup>th</sup> grade teacher hired. Both new teachers are assigned mentor teachers for their first year to get support from current teachers at their grade level. Diane Hunt current plan is to retire in Dec 2024, Tim will be looking for a replacement.
2. Tuition Review – Discussed tuition increase for the 2025-2026 school year. Discussed “mindful growth” and what that looks like for the school. To raise tuition we must raise our level of appearance to match the quality of our substance.
3. Uniform Storage Issues – One location has been identified for uniform storage; however, details are still being worked out. There are issues with kids getting uniforms shipped so some students are without uniforms at this time.
4. Uniform Review – Updating uniform looks was discussed; more discussion will take place once a location for uniform storage is identified.
5. Personal Day Clarification of Policy – The clarification on the policy was reviewed from the Church Council.
6. Collection Agency – Unpaid Tuition & Fees- Tim is actively trying to identify a collection agency as contacting the families to pay unpaid tuition has been fruitless.
7. Salary Bonuses – Teachers who are mentoring new teachers are receiving a salary bonus for the significant amount of time the mentoring is taking.
8. Personal vs Company Technology Usage – We discussed usage and are looking for possible solution to this issue.
9. Student Enrollment Fee Refund Request – Enrollment fee will be refunded to person requesting. Samantha made motion, Matt seconded and All approved.
10. Personnel Discussion- Reviewed personnel issues and brainstormed ways to manage situations.

Next Meeting 9/23 @ 6 pm

Closing Prayer – Karen Conrad