

Approved during the July 27th, 2015 Board Meeting.

Motion by Scott Reeves. Second by Ken Housh

Grace Christian School Board Meeting - Monday 6/22/15

Board Members present: Ken Housh, Gary Bluschke, Joe Pepple, Mark Vanderboegh, and Steve Levi

Elected board members present: Brian Bradshaw

Visitors: Sheryl Bontrager, Kim Lane, Laurie Jewell and John Jewell

Review of May board meeting minutes:

Gary states that 'closed' session meeting notes should not be included on meeting notes and should be kept separately. Sheryl was tasked with checking into current methods used by the business office in storing 'closed' session meeting notes. Ken motioned to approve the minutes and Joe seconded. Motion carried.

Chairman's report:

Rummage Sale update - Raised close to \$4,000. Had expenses taken from this amount. 2 day vs. 3 day worked well. Had many volunteers. Left over items were donated to Midway Baptist church and Mosaic 6 degrees.

Audit - firm will present to board at next meeting.

Bylaw review - will start in July. A completed draft/review should be done early October. Will need to designate 1 hour review periods during board meetings. Brief discussion and plans will be made to publicize the upcoming meetings.

Business and industry drive - Kim Lane reports \$7,000 has been raised since June 1st. Kim provided B&I marketing materials to showcase the different levels of donation support in addition to samples of what donors would get when they donate. Steve emphasized the importance of all board members to make contact with current and prospective donors. Discussion of a Wimberley partnership for a "Drive" fundraiser.

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360 evaluation - Steve has copy of Todd's faculty and staff review and reports that it was well received. Results will be shared with board members during closed session.

Committee Chairs for next year - Steve announced committee chairs during the July 1, 2015 - June 30, 2016 year:

Advancement - Joe Pepple
Building & Grounds - Brian Bradshaw
Technology - Matt Sexton
Academic - Dan Desrosiers
Finance - Ken Housh
Business & Industry - Kim Lane

Thank you was given to Rick Lewis and Mark Vanderboegh for their board service as their terms are complete June 30. Welcome to new board members Brian Bradshaw, Keith Parritt and Dan Desrosiers starting their terms July 1.

Principal's report: *(submitted by Todd Zimmerman electronically)*

137 students registered to date. Discussion on concerns with Y5 program, that it's currently half day, and should we expand to a full day program. Could potentially help with Y5 parents who have children in full day classes. Discussion the possibility of combining Y5 with Preschool. There are state regulations on room space, student-to-teacher ratios and staffing. There is currently a waiting list. Other things to think about are: is there a compendium of salary/rates for Kindergarten teachers vs. Y5 and Preschool? Are there State of Michigan licensing requirements under K-12 vs. Preschool licensing that we need to be made aware of? Sheryl will research these issues. Motion by Joe to expand the Y5 program to a full day program, assuming that by expanding the program we are in compliance with State of Michigan licensing rules under K-12 State regulations. Mark seconded the motion. Motion carried.

Home School dual enrollment - need to look at revising our current dual enrollment practices. Todd will explore further when he returns. There a homeschooling issuing and how GCS monitors those in the home school program, building usage, enrollment in school programs/activities. What

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are the advantages of a home school program for GCS? Appears to be a lack of oversight on the program. Questions about state requirements, what are other schools doing were brought up. Dual enrollment is different than home school. Need to discuss this further. These topics will be tabled until the next board meeting when Todd can explain in person.

School start/stop time: Proposing to modify our school start and stop time to 8am-3pm. Upper school home room would be eliminated; class period time would be changed to :45 min periods, :40 period for elective classes. 4 mins in between classes. Motion made by Gary to modify the school start/stop time and the daily schedule changes as presented in Todd's proposal email on 6/22/15. Seconded by Ken. Motion carried.

Radio advertisement - 99.9 proposal for \$2,400 to advertise. While a good price, we do not have the budget for radio advertisement at the moment.

Positions - a Preschool Director and Kindergarten Teacher have been hired.

Finance Committee:

(Please see May report, balance sheet, and profit and loss statements.)

Mark motioned, Ken seconded to approve financial reports. Motion carried.

Building and Grounds Committee:

Need to have recycle & trash dumpsters picked up. Recycle needs to be returned. Brian will let the business office know if another trash dumpster needs to be returned based on further storage cleaning plans.

The storage barn behind the facilities building still needs to be assessed. There is a lot of old school equipment, desks, chairs, etc. Need to have the school decide what should be kept and what should be either sold or thrown away.

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Mark states that there are still storage facilities on Hawthorne Ave in St. Joseph that has GCS contents stored in them.

Brian requests that true maintenance budgeting be included in next school budget.

Jason Fischer, Custodial/Maintenance, will be returning for the next school year.

Looking at ways for making students responsible for keeping room and areas clean.

Joe will hand off volunteer directory and building / grounds assessment checklists to Brian. Brian will take over B&G Chair on July 1.

Boys restroom toilet has been unclogged.

Academic Committee:

No report.

Advancement Committee:

Application for technology grant to Berrien Community Foundation has been submitted. Amount of grant is \$45,000.

We will look for other grants to apply that fit the mission, goals and needs of GCS. We will continue researching specific needs such as; parking lot, locker upgrades and kitchen upgrades.

GCS website upgrade and usage needs to be placed as a priority to advance the school.

New Business:

GCS will have a booth at the Berrien County Youth Fair. There is a sign-up sheet on Todd's office door for volunteers to work the booth.

Need to look at centralizing all of our social media channels. There are a lot of GCS pages floating around on Facebook. Chrystal Romeo needs to be given access to post on behalf of GCS Facebook page.

Mark is looking in to the usage of "Alumnify".

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Suggestion made to have GCS board meetings on a standing day/date, vs. ad hoc calling the day/date at the last minute. Steve suggested the 4th Monday of each month.

Concerns on locker sharing brought to board, as well having the lockers opened to guests/visitors. Lockers are not 'locked'.

Student handbook needs to be looked at and updated. Gary suggested a student policy handbook review in conjunction with the by-laws revisions be done.

Meeting ended at 9:50pm.

Closed session began at 9:55pm, ended at 10:30pm.