

Preschool and Kindergarten Board Meeting Minutes

January 14, 2025

Members: Pastor Brittany, Peggy Apmann, Donita Harvey, Kay Johnson, Julie Kennedy, Heather Lasinski, Stephanie Staab, Karen Then, Beth Whitney

Board Member E-mail Addresses: Pastor Brittany (pastor@holylovelutheran.org); Peggy (rgammg@yahoo.com); Donita (donitaharvey@aol.com); Kay (kjohnson5521@gmail.com); Julie (jkennedy80015@msn.com); Heather (hlasinski78@gmail.com); Stephanie (hlpdirector@holylovelutheran.org); Karen (krthen52@gmail.com); Beth (cwscounselor@comcast.net)

Preschool Staff Present:

Opening Devotions: Kay

Open discussion for staff/congregation:

Approval of December Minutes:

- The December minutes were approved as written. They were provided to members of the Board prior to the meeting.

Director's Report: Stephanie

- Stephanie reported that there are currently 52 students enrolled in the Preschool and Kindergarten. There was a new enrollee in January but we also lost a student. Stephanie had also shared in an email prior to the Board meeting that HLPS received a rating of 4 following the observations in December! WOO HOO!! We are so proud and excited for the staff! The comments included praise for both classes that had been observed. Some of the feedback included: "Great staff and child conversations"; "positive feedback from teacher to student". Stephanie was also praised for her paperwork which exceeded expectations! CONGRATULATIONS TO OUR AMAZING STAFF!!!
- Licensing: Stephanie shared that they are still waiting for Ralf to come in to measure the Fellowship Hall so they have an idea of how many students can be in the room at one time. Kay will follow up with Ralf since Stephanie's efforts have gone unanswered.

- Stephanie and Heather shared the "Marketing program" that they are starting with the guidance and support of Erica (a parent of a former HLPS student). She is encouraging them to market any benefit of attending HLPS. Comments from the Colorado Shines rating report will be included in the marketing program. A bright green sign has been purchased to go up by the current Holy Love sign on Chambers Road. PTO is going to help with a fundraiser. They will sell "pickets" from the fence around the playground to families who will paint each picket to look like a crayon. This will help to make the more "churchy" appearance have a "childlike" look to better represent the Preschool as part of Holy Love Lutheran Church.
- There will be an Open House on February 13th. Parents who register at the Open House will receive a 10% discount off of the September tuition cost. August and May will continue with half cost of tuition due to the shortened months of school.
- **Staff Meeting:** February 6, 2025 at 4:00 - Karen will attend.

Assistant Director's Report: Heather (as needed):

- Heather shared that Andrea is coming in to help out in her classroom from 10:15-11:15 on MWThF which seems to be working out at this point in time. She did note that if Karen was available on Tuesdays, her assistance would be appreciated. Heather also stated that she finds that the students seem to mature over Christmas Break and that seems to be the case again this year.

Treasurer's Report: Donita

- The November and December Financial Reports were provided by Donita via email prior to the meeting. Both reports were approved.

Old Business:

- **Treasurer's Position:** A job description has been written by the Personnel Team for a Bookkeeper position to be shared between the church and Preschool. This position will be for 12-15 hours per week. The job description will be going to the council at their January meeting.
- **Registration cost, Tuition, Book and Supply Fees:** Registration - \$125 for 1 child or \$200 per family; Tuition: Preschool - \$271 per month, PreK - \$326 per month, PreK II/Steam - \$404 per month, Junior K - \$441 per month, Enrichment - \$245 per month. Book and Supply Fees: \$100 for Preschool and PreK and \$120 for PreKII/Steam and Junior K.

- **Anything new regarding UPK or Colorado Shines:** See the Director's Report for information regarding Colorado Shines. **UPK:** Funding in the 2025-2026 school year for classrooms with students attending 15 hours per week is \$680 per month and \$484 per month for classrooms with students attending 10 hours per week. Currently, three of our four classrooms are UPK funded.

New Business:

- **Summer School schedule and tuition:** Registration for the Summer sessions will open on March 10th. Week 1 - June 2nd-5th; Week 2 - June 9th-12th; Week 3 - June 23rd-26th; and Week 4 - June 30th-July 3rd. Cost for one week is \$135 for one student; Cost for 2 weeks is \$270 for one student; Cost for 3 weeks is \$405 for one student; Cost for 4 weeks is \$486 (10% discount) for one student. Each session will allow 20 kiddos in both the Preschool/PreK ages 3-4 and Kindergarten ages 5-6 classes.

Devotions: Julie

Holy Love Preschool and Kindergarten motto for 2024-2025 school year:
"Raising leaders and creating positive environments"

Holy Love Lutheran Church Mission Statement: In a divided and disconnected world, we fervently believe that our shared humanity is grounded in Christ's unconditional love. God's infinite grace and mercy drives us to replace anger, judgement, and loneliness with love, forgiveness, and belonging.

Parking Lot:

- PTO time/hours
- Bookkeeper positions