



June 15th, 2020
CENTRAL LUTHERAN SCHOOL
Board of Directors Meeting

Our mission: Central Lutheran School assists families and congregations by preparing our children to be disciples for this life and the life to come.

The meeting began with Dawn Embretson leading the board in a devotion.

Call To Order

With a quorum of board members present, the regular meeting of the Board was called to order by President, Jason Wolf. Roll call was as follows:

| Board Members | | | |
|----------------------|-------------|----------------|-------------|
| <u>Name</u> | <u>Roll</u> | <u>Name</u> | <u>Roll</u> |
| Tim Schanbacher | Present | Jason Wolf | Present |
| Nate Junge | Present | Abbie Rathje | Present |
| Stephen Krug | Absent | Dawn Embretson | Present |
| Kurt Slouha | Present | Greg Silhanek | Present |
| Others in Attendance | | | |
| <u>Name</u> | | <u>Name</u> | |
| Frank Parris | | Angie Hagen | |
| Pastor Woltemath | | | |

Minutes from Previous Meeting

MOTION was made by Tim Schanbacher to accept the minutes from the May 18th, regular meeting and Special Email Meetings on April 30th and May 19th. Dawn Embretson seconded the motion.

Motion carried.

Financial Reports

- 1) Combined Financial Report Presented – **MOTION was made by Tim Schanbacher to accept the financial reports. Greg Silhanek seconded the motion. Motion carried.**

Committee Reports

Principal’s Report /Admissions Director Report – As of this meeting we have 180 PK – 8th grade students enrolled for the next school year. Eight families still owe tuition for 2019 – 2020 school year, Frank has been in contact with them. We are still looking for a 4th grade teacher and a show choir director. Frank has met with the staff individually to go over their goals for next year and see how he can help them for next school year. The staff had their end of the year meeting to finish up the school year and discuss items for next school year like, the theme, chapel offerings, important dates and the NLSA goal for next year. State spring BEDS report was completed. Frank worked with the Benton Facility and Maintenance crew to spend some of the \$6,000.00 we were given to purchase items like hand sanitizer, cleaning supplies, masks, thermometers and much more. Principal West and Superintendent Ewell came over with a playground designer to look at putting a rubberized surface down in the preschool area.

Policy Committee – D2, updated the second paragraph to include all forms of Tobacco use, addition to the wording not changing the meaning of policy.

Facility Committee – AC’s were put in; we have no spares left. We are going to need funds to purchase some new ones soon. Roof was repaired by T and K. Carpet will be fixed by Jeff Counter in front of the preschool room. Summer work list is continued to be worked on. Mr. Runge said the microphones have been update in the gym. Doors all need looked at, need Liberty Doors to come check them all out when Frank is

around. Frank met with Bruce from All Seasons Cleaning to go over what the cleaning crew should be doing. July 1st the gym will be open again.

Athletic Committee – Looking at getting new white uniforms, they have found 2 examples they are looking at.

Marketing Committee – No golf outing this summer. Frank is putting together something for the church bulletins about enrollment each week and about giving to SPICE/ILSTO to help families with tuition.

Technology Committee – Going to get 18 new Chromebooks for next year's 5th grade class and going to get a Firewall installed.

Endowment Committee – Need to meet.

Long Range planning –

- New lockers
- Upper cabinets for 2nd, 3rd, 4th, and 7th grade classrooms
- Heating for the small gym
- Mini split – air heating/cooling units instead of window air conditioners
- New Playground Equipment
- Annual Goal Setting
- Replacement of window air conditioner
- (Keep in mind this could happen again, document what we did to help with next time.)
 - Gloves, masks, hand sanitizer and extra other supplies we might need
 - Pandemic Procedure in place
- Metal Roof where the existing shingles are now

Old Business

- A. **Small Gym Heating Update / June 29th & 30th** – Haven't heard back about the lift rental from Benton. Jason will reach out about renting the lift from the company. The asbestos will be removed the 29th and 30th.
- B. **Ministry Reviews – MOTION was made by Dawn Embretson to go into executive session. Nate seconded the motion. Motion carried. MOTION was made by Dawn Embretson to come out of executive session. Nate Junge seconded the motion. Motion carried.**
- C. **Update on 4th Grade Teacher** – 2nd call declined. Frank has reached out to Teach Iowa looking for candidates. Board discussed different options for teaching 4th grade next year. Keep praying for a teacher.

New Business

- A. **Review and Guidance of Financial Assistance Guidelines** – Discussion among the Board.
- B. **Approval of 2020-2021 Budget** – **MOTION was made by Dawn Embretson to approve the budget as presented on the 2020 – 2021 Budget Outline. Tim Schanbacher seconded. Motion carried.**
- C. **Setting Budget for next school year in January (Nate)** – After much discussion, **MOTION was made by Nate Junge to approve the next school years budget from June to February each year. Tim Schanbacher seconded the motion. Motion carried.**
- D. **Payment Options of lunch, tuition, other fees with credit/debit cards and ACH** – We have found an option for parents to pay tuition online through a company that Atkins Savings Bank has a relationship with. **MOTION was made by Kurt Slouha to move forward with accepting online payments. Dawn Embretson seconded the motion. Motion carried.**
- E. **Review and Vote to Accept Updates of Handbooks** – **MOTION was made by Tim Schanbacher to approve the Volunteer Handbook as it was presented. Nate Junge seconded the motion.**

Motion carried. The Athletics Policy has been revised with changes to playing time and cell phone use in the locker room. The policy was tabled for another time to discuss the changes. The Parent Student Handbook is tabled for the next meeting.

- F. **Summary of Academic Status** – Tabled for another meeting.
- G. **Contracts for Non-Rostered Church Workers** – Frank needs to get the numbers from Nate.
- H. **Return to Learn Plan** – Frank would like a committee put together to work on Central's Return to Learn Plan. The committee will be put together with a couple Board members, lunch staff and a couple teachers. The committee will be putting together a survey to get input from the parents also. GYM Rentals are starting again, temperatures will be taken and no water fountains use.

MOTION was made by Nate Junge to adjourn the meeting. Greg Silhanek seconded the motion. Motion carried.

Next regular meeting July 20th @ 6:30PM
The meeting was closed with the Lord's Prayer
Respectfully submitted,
Abbie Rathje, Secretary 2020