

Board of Christian Education Agenda - March 11, 2024 at 6pm

Mission Statement

St. Peter's Lutheran School exists to provide a nurturing, Christian educational environment which assists families in their God-given responsibility of preparing children for an earthly life of Christian witness and eternity with their Lord and Savior.

Board Members

Board Members - John Gerike (2-26), Chairman; Tim Brandt (2-24) ; Sharon Reimer - (2-26) Sponsorship; Bill Skinner (1-24); Cody Schara (1-24), Vice-Chairman; Jeff Stevensen (1-25) Sponsorship; Ryan Kruse (1-26); Jordyn Johnston (Filling a Vacancy), Secretary

Attending

Roger Tessendorf, Jordyn Johnston, John Gerike, Ryan Kruse, Jeff Stevenson, Cody Schara, Jarikka Douglas, Sharon Reimer, Krista Gunther, Leanne Villa (marketing team), Jenifer Stanek (marketing team)

1. Open with Devotion/Prayer - Roger
2. Faculty Representative - Jarikka Douglas
3. Welcome visitors and provide an opportunity for parents to address the Board.
4. Approval of minutes: February 12, 2024
5. Daycare Report - Julie Thompson
 - a. 67 students signed up for summer, Assistant Child Care Director job description has been drafted
6. Athletic Report - Renee Reuter
 - a. All chocolate has been sold. Total profit of \$1,311.54
7. Ministries Coordinator Report - Beth Lynch
 - a. Bank balance \$219,879.23 quickbooks \$174,337.39 payroll checks are pending
 - b. Approximately \$14,000 of tuition is yet to be paid, many families wait until tax returns.
 - c. Pancake breakfast: 274 guests served; grossed \$2,183
8. Marketing Team Report - Leanne Villa
 - a. Hub document: through many weeks and a lot of discussion, the team has created a document to show goals, strategies, etc for increasing enrollment. Discuss external messaging and approve to be sent to the Pastor for final approval. Motion to approve materials provided by the marketing team made by Cody; seconded by Sharon. Motion carried.
 - b. Open house scheduled 4/11/24 1600-1900 with many new elements including "teacher talks", "tours", and a drawing for \$100 off tuition.
9. Principal's Report - Roger Tessendorf
 - a. Employee Handbook
 - i. The Employee Handbook committee meets next Tuesday 3/19/24 to review revisions and notes made by lawyers. A working draft should be created soon.
 - b. NLSA Extension Request - Approved
 - i. January of 2025 the process will begin, site visit would be between February and April 2026
 - c. Staff recognition 24-25
 - i. Caiti Wood- 5 years
 - ii. Rebeca Erdman- 5 years
 - iii. Paige Finkel- 5 years
 - iv. Matt Dehn- 20 years
10. Old Business
 - a. Update from Principal Call Committee
 - i. Special Voters meeting Sunday 3/17/24 after church; Beth Bierlien
 - b. Update on Third Source Funding
 - i. (insert list here) to be discussed at the April school board meeting.

- ii. RaiseRight 'cards'
- c. Policy Review D:2 Academic Eligibility - Second Reading
 - i. Motion to approve the second reading made by Jeff, seconded by Ryan. Motion carried. Revised Policy will be implemented 24/25 school year.
- d. Budget Numbers for 24/25 - Committee present suggestions
 - i. Sharon and Bill reviewed with Roger.
 - 1. Designated income vs non-designated differentiation
 - 2. Church allocations
 - 3. Projected reserve balance known when final audit is completed by thrid party firm.
 - a. Motion to be approved by Sharon, second by Cody, motion carried.

11. New Business

- a. Review and approval of the Marking Team Hub, *see above
- b. Review Past Due Policy C-8 (Sharon and Cody)
- c. Search Committee for PK 3 Part Time Teacher
 - i. Applications have been received.
 - ii. Krista will be on the hiring committee along with Ryan, John, and Cody pending scheduling conflicts.
- d. Revision of Wellness Policy H-9
 - i. Revised student handbook, NOT POLICY H-9, for water only beverages; immediately enacted. Jeff makes a motion to approve, Sharon seconds, motion carried.
- e. Policy when not able to meet a student's needs.
 - i. First reading of D-22 motion to approve by Jordyn, second by Cody, motioned carried.
- f. F-9 a. Assistant Child Care Director Job Description
 - i. Motion to approve first reading made by Ryan, Seconded by Jordyn; Motion carried.
- g. Designation of new Choice Administrator
 - i. [Link to DPI with Choice Administrators Qualifications and other relevant Information](#)
 - 1. Tabled

12. Executive Session

13. Reopen Meeting for motions pertaining to Executive Session

14. Close with the Lord's Prayer