

Community Christian School Board Meeting

January 25, 2021

In Attendance: Robert Rogers, Sarah Billingsley, Arlene Barnes, Stephanie Reynaga, Becky Adams, Kosha Johnson, and Deirdre Amundsen.

Patrons: Cassandra Muhr, Sarah Yuill, Jason Gurnsey, Dana Cardwell, Rolland Smith, Chelsea Parrish, Brandy Johnson, Levi Gray, Michelle Kuxhausen, Shane Ferguson

- Meeting called to order by President, Robert Rogers at 6:31 pm
- Approval of Agenda: Arlene made a motion to approve the agenda. Stephanie seconded the motion and it carried with 6 ayes and 0 nays
- Pledges, Devotions & Prayer: Stephanie lead us in prayer and then we took a moment in silence in remembrance of Val Fankhauser
- Approve Minutes: Stephanie made a motion to approve the December minutes. Kosha seconded the motion and it carried with 6 ayes, 0 nays.
- Patron Comments: Stephanie read what our policy says about patron comments so that our parents would have a guideline to follow.
 - Chelsea Parrish: Wanted to know if the board had addressed the issue of face masks before school started in January like we said we would. Deirdre addressed the question and told her that our plan had been sent out to the parents and that we were hoping that soon the Covid dial would soon be down in the yellow so we could stop wearing masks.
 - Jason Gurnsey: Wanted to express his concern over the land money. He feels the school should keep at least part of the money in case we encounter issues that need to be addressed later (like a boiler or something.)
 - Shane Ferguson: He is also concerned about us spending the money, He wondered if the school had considered having a financial audit which might help us figure something out financially. He also wanted the board to know that he has emailed the board with some life insurance quotes . He feels the value if CCS is needed in our society and doesn't want to lose what we have now. Wonders what is more important, improvements, or long term goals. In addition, Shane inquired about utilizing the school for a variety of purposes including tutoring, piano lessons, etc. Opening the school for the purpose of summer camps was also suggested.
 - Arlene addressed the patrons who were concerned about spending the money stating that the board wants to honor the families who in the past donated the money for the land with hopes of a new school as well as be good stewards of what God has blessed us with.
 - Rolland Smith: Asked about an agenda being sent out to families. Deirdre said it had been sent out earlier in the day.
- Professional Development: Deirdre Amundsen
 - We discussed Chapter 3 of [Serving God on the Christian School board](#). This chapter was on "Major Responsibilities of the Board." Once again questions were posted and we

shared our answers. Deirdra did a quick overview for the patrons to see what we had been covering.

- Essential Reports

- A. Financial:

- Kosha stated that the school is a little behind with fundraisers due to covid. Deirdre said that we did not qualify for the last set of funds from the Cares Act PPP Funds and asked that we be prayerful about the enchilada factory and how to make it work. Parents asked if they could get a copy of the financial report and Deirdra said she would send it home.

- ❖ Administrator (Deirdre Amundsen)

- General review (see attached).

- The students collected \$427 for the Change for Change for Love Justice International in December.
 - The students made Christmas cards in December and they were delivered to the local nursing homes.
 - Maps testing was done in December and from those results Mrs. Amundsen and Mrs. Cardwell have set up reading intervention for students who need that.
 - Mrs. Wiedeman and Mrs. Clarkson have stepped in and filled our needs for the 2nd/3rd grade and are doing a great job.
 - Teachers are signing up for individual professional development since the CCIRA conference was cancelled.

- ❖ 5C Report: (Michelle Kuxhausen)

- General review (see attached)

- We looked at their enrollment. They have lost some income due to Covid absences. However they have gained some new littles and are trying to gain enough students for another littles classroom.
 - Looking at some education based curriculum to help entice families.
 - There has been new staff hired
 - Most of the flooring has been replaced with one room left to do, and toilets in the girls bathroom have been replaced. The piece of dangerous concrete in the play yard has been removed. Still have heating concerns.
 -

- B. Public Relations: Stephanie and Deirdre are working on some Facebook live events to help with enrollment. Open house has been planned for early childhood classes and kindergarten.

- Strategic Planning:

- Board work session on Monday February 1, 2021

- Old Business:

- .None

- New Business:

- Google forms: We went over the survey that was sent home and how our families feel about the school. The board will use those results as we make future decisions concerning the school.
- Land sale proceeds: At an earlier time we had planned to send an actual survey about how our families would like to see this money utilized. The question on the google form survey was too vague. So another short survey will be compiled to send to the parents. Arlene made a motion to create a survey that would include estimated costs for different ideas on how to utilize this money. Sarah 2nd the motion. The motion carried with 6 Ayes and 0 Nays
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- Life Insurance Plans: The board discussed adding a life insurance policy for the contracts of our salaried employees for the 21-22 school year. Sarah made a motion to proceed with adding life insurance for next year's contracts for our salaried employees. Stephanie 2nd the motion and it carried with 6 ayes and 0 nays.
Becky suggested that we wait till Friday to get additional bids from other companies that had asked to place a bid before making any decisions. During our work session on Monday we will look at these bids and make a decision on which policy to add.
- Next meeting: February 15, 2021 @ 6:30pm.
- Executive Session: moved to executive session
 - Executive session began at 8:23
 - Discussed the enchilada factory and if we felt we needed to hire someone to organize this event as we had last year. It was decided that because of the circumstances of Covid and how the event will need to run, that we won't actually need this person this year. Also discussed the plan on how the factory will run and how it will be different than years past.
 - Executive session ended at 8:38
- Becky moved to adjourn the meeting. Sarah seconded it and the motion carried with 6 ayes and 0 nays

Meeting Adjourned at 8:39 pm.

Respectfully Submitted,
Arlene Barnes
Secretary of the Board

Administrator's Report --- January 18, 2021

FAITH OVER FEAR

2020-21 ENROLLMENT

Pre Mon-Fri	Pre MWF	PreK Mon-Fri	PreK M-Thur	Kinder FD/HD	First Grade	Second	Third	Fourth/Fifth	Total
9	4	11	10	10/1	12	12	10	14	93

PRINCIPAL'S DESK ITEMS:

Instructional Leadership:

(Curriculum, Instruction, Assessment, Professional Development, Culture)

- December Change for Change Contest for Love Justice Int'l raised \$ 427.24! Second graders collected the most change & decorated Mrs. A like a Christmas Tree!
- Kids decorated Christmas Cards for elderly & Mrs. A delivered over 120 cards on Christmas Eve to Heritage, Wel-Life, Scottsbluff Care & Rehabilitation
- COVID Christmas Wellness Challenge -- 1st place: Brandy, 2nd place: Cass, 3rd place: Dana
- Festive Friday Winner: Mrs. Goranson and Baby Rhen
- MAP (Measurement of Academic Progress) Testing took place from December 8-16. There were several challenges due to student quarantines. But, all students completed testing!
 - Students who showed improvement, met the "norm," and/or gave their BEST EFFORT earned PLINKO chips & won prizes on Thursday, December 17 in PE!
 - 57% of students who participated in RazKids Intervention for the previous 8 weeks increased their MAP Score. We've decided to implement the daily use of RazKids in all first thru fifth grade classes.
 - Mrs. Cardwell & Mrs. Amundsen identified students for daily intervention in Reading. Began meeting with groups daily on 1/11 & will continue to meet for the next 8 weeks using the RISE and RISE UP Intervention Model. These are research based methods that have proven to increase student achievement.
 - Additional Data attached.
- January Virtue: Balance: Pursues life & learning with temperance

Operational Leadership:

(Tech Planning/Management, Financial Planning, Operations, Human Resources)

- The last 3½ weeks have been extremely difficult for the entire CCS family with the loss of Valorie Fankhauser. She was a cherished colleague, teacher, friend, family member... We have been walking through this together slowly, respecting everyone's levels of grief.
- Mrs. Clarkson & Mrs. Wiedeman has gracefully stepped into their new teaching roles. Staff members have welcomed them with open arms and assisted in many ways. The students are adapting well to their new teachers and routines.
- COVID Updates:
 - Withheld \$ **11,713.73** for Covid-related staff absences under the Family First Coronavirus Response Act guidelines
 - At this time, our CCS family is healthy! **0** staff and **1** student in quarantine. We've had **7** positive cases with **61** others required to quarantine since school started in August. In regards to **2** of the positive staff cases, all CCS students would've been required to quarantine for two weeks **if not masked**. In regards to **1** positive student case, an entire class along with 4-5 staff members would've been required to quarantine for two weeks over Christmas break **if not masked**.

Advanced Leadership:

(Student Activities, Recruitment, Admissions, Marketing/PR, Alumni Relations)

- Steph & I met on 1/15 to discuss FB student/staff videos, FB LIVE events, and Recruitment material.

Respectfully Submitted on January 15, 2021 by: Deirdre Amundsen

"When I am afraid, I put my trust in You. In God, whose work I praise -- in God I trust and am not afraid." Psalm 56:3

5C January Report Michele Kuxhausen

CURRENT ENROLLMENT & TUITION: (Weekly income per age group reported below)

FULL TIME RATE: 18 months to 3 yrs old - \$150 A WEEK(not trained) / \$140 (trained)

2 Year olds (not potty trained):6 (V,R,A,H,B,C) \$750.00 a week = \$3000 /mth

3 year olds: (E, L) Staff: 2 \$180.00 a week = \$720.00/mth

Staff: 3 (Sherry/Sarah/Kendra)

FULL TIME RATE FOR 3-5: \$100.00 A WEEK

Preschoolers (pm only): 8 (\$600.00) \$600 a week = \$2400/mth

PreKers (pm only): 8 (\$680.00 a week = \$2720/mth

Staff: 3 (Kendra/Michele/ Priscilla)

BEFORE & AFTER SCHOOL CARE: \$ 30 per week

Before & After School Care: 10-15: (\$375.00) = \$1500 a /mth

Staff: 2 (Aramee/Priscilla)

OPERATIONS/BUDGET:

Full Time families are allowed FIVE sick days and FIVE vacation days for the year. Our monthly consistent income has increased to **\$8720.00** from **\$8080.00**. This amount **does not include** days the daycare is closed or sick/vacation days for full time families. Our monthly income should increase with 3 new Littles, 2 new pre-k, and 1 new after school as well as several that have now returned in attendance. We are currently in discussion about what needs to be done with families that are unable to attend due to Quarantine and their billing during that time.

CURRENT NEEDS in 5C:

- Flooring is in the process of being replaced one room at a time.
- More efficient heating / cooling system is currently being looked at.
- Girls bathroom toilets were replaced and the system was unclogged.
- We had some excellent volunteers that came over break and removed the cement under our play equipment outside. Thank you! Our littles are now able to safely play there.

Kendra has joined the daycare full time and is the 3rd teacher for our growing littles group. We are trying to fill 2 classrooms of 6 and have 7 full time and 2 part time kids. Priscilla Alfaro has joined to replace Lauren's schedule. I am currently looking for one more part time person designated for after school so that we are able to have a 1 person designated to each area and 1 float to help cover larger numbers in either daycare or after school.

Respectfully Submitted on January 18, 2020



SEPTEMBER-JANUARY 2020/2021 LUNCH PROGRAM REPORT

Meals served August: 42 Extra Drink Purchase August: 0

Meals served September: 916 Extra Drink Purchase September 99

Meals served October: 933 Extra Drink Purchase October 52

Meals served November: 727 Extra Drink Purchase November 64

Meals served December: 696 Extra Drink Purchase December 45

Meals served January: 890 Extra Drink Purchase January 37

Number of kids receiving discounts: 0 Total Cost of discounted meals and extra drinks:
 0

Highlights of this school year so far: The school year is going great so far in the cafeteria. The kids are very polite and tell me thank you daily. Such a sweet group of kids! Thanksgiving was different this year since parents/grandparents were not able to join us, but I think it still ended up being a great day and the kids really enjoyed it.

Kitchen Needs/Future Wishes: A faucet with the ability to attach a sprayer in the big kitchen sinks would be wonderful. It would make cleaning them so much easier. Big thanks to the Goss family for all their work in painting and making the kitchen so nice!

*Menus attached