

Community Christian School Board Meeting

May 24, 2021

In Attendance: Robert Rogers, Sarah Billingsley, Arlene Barnes, Kosha Johnson, and Deirdre Amundsen.
Patrons: Stephanie Reynaga, Nancy Hergert, Michelle Kuxhausen, Jason Corbit, and Sarah Yuill

- Meeting called to order by President, Robert Rogers at 6:38 pm
- Approval of Agenda: Arlene made a motion to approve the agenda. And Kosha seconded the motion. There was a little bit of discussion and then we voted. The motion carried with 4 ayes and 0 nays
- Pledges, Devotions & Prayer: Arlene led pledges and the devotion which was based off of Luke 5: 1-5. "If God has Called You to it He Will Get You Through It." Devotion taken from Pricilla Shiers book *Armor of God*. Pricilla says, "Faith reveals a reliance on God; Faith is what you say you believe in action; and faith is when you act like God is telling you the truth. Arlene spoke about all that Simon was asked to do and how it seemed irrational. He had to choose what to do based on how he felt or based on what God was calling him to do. As we approach our new year school year and are looking for teachers we have the same choice as Simon. We need to choose to follow God and to put faith over fear and trust him for our needs. We need to go to a FAITH PLACE. That is the place where we are stepping into the situation where we have to put ourselves into the position for God to have to come through.
- Approve Minutes: Sarah made a motion to approve the April minutes. Kosha seconded the motion and it was carried with 4 ayes, 0 nays.
- Patron Comments: Robert read what our policy says about patron comments so that our parents would have a guideline to follow.
 - Nancy Hergert: Feels like sometimes the messages parents get are too concise and thought maybe families needed more. She was curious about salaries and what school looks like now and was wondering how many students were needed to meet those needs. We explained that at this moment there was no way to answer that since we don't know who we would be hiring and what their salaries would look like based on their education.
 - Jason Corbit: 1st proposal: Feels like we need to communicate to our families...Maybe even over communicate. Example: he would like to see us have a purposeful email of devotion, Possibly have a call of prayer to have families come together to pray once a month. 2nd proposal: feels like our spiritual board (pastoral committee) needs to come together once a month walking the hallways and praying for the school. It was decided by the board to have a prayer meeting at the pole on Wednesday the 26th at 7:00 pm. A notice would be sent to the families
 - Stephanie Reynaga: Feels God is in all of this. She is in full support of getting together once a month to pray and feels like if an invitation is sent out people will come.
 - Sarah Yuill: Thanked the board for the picnic on the last day of school and would like to see more things like this for families to meet.

- Professional Development: Deirdre Amundsen
 - Few board members had time to comment on our next chapter of our book, so we will discuss this at our next work session.

- Essential Reports
 - Financial:
 - Kosha and Deirdre shared the profit and loss report.
 - Administrator (Deirdre Amundsen)
 - General Review: See Attached
 - Was excited to put field trips back on the agenda after Covid
 - She was also excited that all the spring programs and graduations were able to meet in person
 - Science curriculum for next year has been decided on. 1st-3rd will use Purposeful Design and the 4th-5th will use BJU until Purposeful Design has been updated for those grades.
 - Went over the MAPS testing and how well the student's growth levels were. Also went over the projection for next year and said that her and Dana have already discussed this
 - 5C Report: (Michelle Kuxhhausen)
 - General review (see attached)
 - She has 45 students enrolled for the summer and most of them are full time.
 - The older students are doing science experiments and will also be doing 4-H
 - Other activities include swimming, the library program, and the theater program
 - Wanting to buy walkie talkies for her teachers and aides to use to get away from their cell phones being readily accessible.
 - Summer lunches are coming from the Carpenter Center and are free for the students
 - Waiting to hear about a small bus that she is hoping that somehow we could purchase.
 - Public Relations:
 - Calendar set for parades and other outreaches like National Night Out

- Strategic Planning:
 - Meeting scheduled for Thursday, June 17th at 12:00 at Runza.

- Old Business:
 - School Improvement Committee
 - They had their first meeting
 - They are compiling a google doc for them to have access too
 - Some of the ideas they are talking about are playground, turf, & infrastructure
 - They will have another meeting soon
 - School Climate Survey

- Deployed the same survey that we sent out earlier in the year. In the fall we had 62 responses and this time we had 41 responses. As a board we went over the responses and felt like most of them were very positive.
- New Business:
 - New staff and available positions: We have hired Stephanie Reynaga, Dana Cardwell, and Deanna Gorenson to team up to lead the school. We hired Joann Jones to be our business manager and will make a decision by Friday for our cafeteria manager.
 - Positions still needed: Kindergarten, 2nd and 3rd grade teacher.
 - Board member resignation
 - Stephanie Reynaga has given the board her resignation since she will be taking the Head teacher position in the fall. Robert recognized and thanked her for her service to the board.
 - Election of Vice President
 - Discussed if this had to take place right away and discovered that we could not postpone this till the fall. We also discussed that this would be a temporary position since every fall we vote for new officers
 - We tabled this until our work session since only one of our available board members was at the meeting.
 - Resignation of our Kindergarten teacher
 - Cassandra Muhr has turned in her resignation. Robert recognized her and thanked her for her service.
- Next Regular Meeting will be on June 21, 2021
- Arlene made a motion to go to the Executive Session. Sarah seconded the motion and it carried with 4 ayes and 0 nays,
- Executive Session:
 - Board member letter of resignation
 - Mentor position by Ernie Griffith
- Arlene motioned to leave executive session. Kosha seconded it and the motion carried with 4 ayes and 0 nays
- Sarah made a motion to draw up a contract for Ernie Griffith paying him \$150 hr. not to exceed 30 hrs for the academic school year. Arlene Seconded the motion and it carried with 4 ayes and 0 nays.
- Kosha made a motion to adjourn the meeting and Sarah seconded it. The motion carried with 4 ayes and 0 nays

Meeting Adjourned at 9:30 pm.

Respectfully Submitted, Arlene Barnes Secretary of the Board

COMMUNITY CHRISTIAN SCHOOL OF WESTERN NEBRASKA, INC
Profit & Loss Budget vs. Actual

05/13/21

September 2020 through April 2021

Accrual Basis

	Sep '20 - Apr 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
Payroll Reimbursement Hot Lunch	7,474.41	10,000.00	74.7%
Fund Raising			
Chocolate Bar Sales CCS Office	0.00	1,000.00	0.0%
Fund Raising First Semester			
Clean City Scramble Cost	-159.51	0.00	100.0%
Clean City Scramble Donations	15,155.18	18,000.00	84.2%
Fund Raising First Semester - Other	340.00	0.00	100.0%
Total Fund Raising First Semester	15,335.67	18,000.00	85.2%
Fund Raising Second Semester			
Music Festival	-224.00		
You, Me & A Cup of Tea	1,009.23		
MOSO Stomp	568.90		
Enchilada Sale			
Enchilada Costs	-14,590.73		
Enchilada Sale - Other	38,187.40	30,000.00	127.3%
Total Enchilada Sale	23,596.67	30,000.00	78.7%
Fund Raising Second Semester - Other	250.00	0.00	100.0%
Total Fund Raising Second Semester	25,200.80	30,000.00	84.0%
Fund Raising - Other	25.00		
Total Fund Raising	40,561.47	49,000.00	82.8%
Donations			
Sponsorship	10,500.00	20,000.00	52.5%
Ice Skating	0.00	0.00	0.0%
Memorials	1,659.43	0.00	100.0%
Donations Matching	100.00		
Donations - Other	10,344.00	15,000.00	69.0%
Total Donations	22,603.43	35,000.00	64.6%
5C Daycare	64,861.77	90,000.00	72.1%
CCS Hot Lunch	14.00	200.00	7.0%
All Reg & Tuition			
Registrations	0.00	1,000.00	0.0%
Tuition	253,031.17	254,075.50	99.6%
Total All Reg. & Tuition	253,031.17	255,075.50	99.2%
Total Income	388,546.25	439,275.50	88.5%
Expense			
Unemployment Benefits	75.85		
Advertising Expense			
Year Book	275.00		
Advertising Expense - Other	396.30	500.00	79.3%
Total Advertising Expense	671.30	500.00	134.3%
voided check	0.00	0.00	0.0%
Administration CE	0.00	1,000.00	0.0%
Postage Expense	132.00	300.00	44.0%
Printer Supplies	2,750.78	3,000.00	91.7%
Classroom Supplies			
Pre-school	-60.87	100.00	-60.9%
Classroom Pre-K	-184.20	100.00	-184.2%
Classroom Music	4.89	100.00	4.9%
Classroom 5th	-145.85	100.00	-145.9%
Classroom 4th	-94.76	100.00	-94.8%
Classroom 3rd	-138.33	100.00	-138.3%
Classroom 2nd	-137.64	100.00	-137.6%
Classroom 1st	-33.33	100.00	-33.3%
Classroom Kindergarten	187.50	100.00	187.5%
Books / Tests / Desks / Chairs			
Library Exp.	98.26	200.00	49.1%
Books / Tests / Desks / Chairs - Other	1,516.93	6,000.00	25.3%
Total Books / Tests / Desks / Chairs	1,615.19	6,200.00	26.1%
Total Classroom Supplies	992.60	7,100.00	14.0%
Technology	4,995.82	4,500.00	111.0%
5C Child Care Expenses	14,526.79	16,000.00	90.8%
Building Expense			
Telephone/Internet Comm.	1,154.21	1,500.00	76.9%
Black Hills Energy	7,772.89	12,000.00	64.8%
NPPD	3,548.68	7,000.00	50.7%
City of SCB	2,732.84	3,500.00	78.1%
Janitorial Supplies	5,492.42	5,000.00	109.8%
Boiler Exp.	36.00	1,500.00	2.4%
Cleaning	0.00	0.00	0.0%
Maintenance	7,974.52	5,500.00	145.0%

	Sep '20 - Apr 21	Budget	% of Budget
Total Building Expense	28,711.56	36,000.00	79.8%
Insurance			
W/Comp. Insurance	1,660.36	3,000.00	55.3%
Student Insurance	397.00	400.00	99.3%
Building Insurance			
Auto Insurance	0.00	350.00	0.0%
Building Insurance - Other	7,630.32	11,000.00	69.4%
Total Building Insurance	7,630.32	11,350.00	67.2%
Total Insurance	9,687.68	14,750.00	65.7%
Office			
Background Checks	15.50	50.00	31.0%
Office - Other	789.97	1,000.00	79.0%
Total Office	805.47	1,050.00	76.7%
Gross Salaries & Wages			
PTO	452.00	750.00	60.3%
Substitutes	2,570.00	2,500.00	102.8%
Salaries	0.00	0.00	0.0%
Monthly	8,600.00		
Support Staff	337.59		
5C Payroll Exp.	55,735.78	77,527.00	71.9%
COVID-19 Qualified Sick Leave	10,523.02		
COVID-19 Qualified Family Leave	1,238.71		
Gross Salaries & Wages - Other	223,147.94	338,963.92	65.8%
Total Gross Salaries & Wages	302,605.04	419,740.92	72.1%
Payroll Taxes			
Comp FICA	18,032.27	0.00	100.0%
Comp MCARE	4,387.82	0.00	100.0%
Payroll Taxes - Other	0.00	34,350.00	0.0%
Total Payroll Taxes	22,420.09	34,350.00	65.3%
Special Event/Prof. Dev.			
ACSI & Events	2,491.12	2,000.00	124.6%
Special Event/Prof. Dev. - Other	385.00	1,000.00	38.5%
Total Special Event/Prof. Dev.	2,876.12	3,000.00	95.9%
Total Expense	391,251.10	541,290.92	72.3%
Net Ordinary Income	-2,704.85	-102,015.42	2.7%
Other Income/Expense			
Other Income			
Farm Land			
Farm Land Rental Expense	0.00	0.00	0.0%
Total Farm Land	0.00	0.00	0.0%
Interest	408.34	0.00	100.0%
Bad Debt Recovery/Collections	0.00	0.00	0.0%
Total Other Income	408.34	0.00	100.0%
Net Other Income	408.34	0.00	100.0%
Net Income	-2,296.51	-102,015.42	2.3%

Administrator's Report --- May 24, 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	6	11	10	10/1	12	12	10	4/10	95

2021-22 REGISTRATION (as of May 21)

Pre	PreK	Kinder FD/HD	First Grade	Second Grade	Third Grade	Fourth Grade	Fifth Grade	Total
10	21	9(1)	12 (1)	13 (1)	11 (2)	8 (3)	4	88(8)

PRINCIPAL'S DESK ITEMS:

Instructional Leadership:

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

- Field Trips: 4th & 5th Grade Landmark Trip, PreK/Kinder Wildcat Hills, Legacy of the Plains
- Chapels: Sam Bradley, Joel Hergert, Talent Chapel- singers, dancers, pianists, violinist, comedian
- Teachers completed our devotional #fruited. Such a blessing to learn & and grow together.
- May Virtue: Courage---Explores gifts & talents. Kids were able to express this virtue through Talent Show, Musical & Programs. They were encouraged to step out in faith during the summer and as they move on from CCS... shining the light of Jesus to others.
- MAPs Data Attached. Great progress and data to help drive decisions for the future.
- Teachers chose *ACSI Purposeful Design* for first-third grades. First grade is a BRAND NEW Edition! Fourth-fifth grade will use BJU Science until Purposeful Design updates their versions.
- All curriculum materials are ordered for next year.

Operational Leadership:

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

- Application accepted for additional funds thru US Dept of Education Emergency Assistance for Non-Public School (EANS) thru Coronavirus Response and Relief Act --- Worksheet Submitted on 5/20 for \$ 19,726. (Financial Folder in Shared Drive)
- Remaining ESSER Funds thru SBPS -- 2 cafeteria tables & cleaning supplies -- submitted 5/21
- Grants Approved: \$ 2,400 MMP Trust for additional Reading Materials for Literacy Library, Denied Keno Funds \$ 5,000 for tech infrastructure
- Grant Application: Dollar General Literacy Foundation \$ 4,000 - Additional Literacy Library Books that include lesson plans focus on Comprehension Modules -- Awarded in September
- Teaching Positions Needed for 2021-22: Kindergarten, Second & Third grades, Posted positions on Teach Nebraska Website and Star Herald Advertisement

Advanced Leadership:

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

- Spirit Week --- April 19-23 (coordinated by Mrs. Barnes)
- Speech Meet --- April 23 (1st-5th grades, Ribbons Awarded Based on ACSI Rubric)
- Wyobraska Gives -- May 4 -- Earned \$ 1,000 for FB LIVE Contest
- K-5 Spring Musical *OH JONAH!* Included 5th Grade Graduation -- May 7
- Preschool/PreK/Kinder Programs --- Last week of School
- Honors Chapel, School Wide BBQ & Field Day -- May 13

Respectfully Submitted on May 21, 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 May Report
Michele Kuxhausen**

CURRENT ENROLLMENT & TUITION: (Weekly income per age group reported below in an ideal full time status)

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

2 Year olds (not potty trained):8 (A, A, V, H, B, D, B, C) \$1000.00 a week = \$4000 /mth

3 year olds: (E, L, R) \$320.00 a week = \$1280.00/mth

Staff: 3-4 (Kendra/ Sherry/ Jaslen/ Kristine)

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

Preschoolers (pm only): 11 (\$720.00) \$720 a week = \$2880/mth

PreKers (pm only): 7 (\$600.00 a week = \$2400/mth

Staff: 3-4 (Kendra/Michele/ Priscilla/ Kristine)

BEFORE & AFTER SCHOOL CARE: \$ 30 per week

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

Staff: 2-3 (Aramee/Priscilla/Michele/ Kristine)

OPERATIONS/BUDGET:

Full Time families are allowed FIVE sick days and FIVE vacation days for the year. Our monthly income has increased to **\$12060.00** from **\$9420.00**.

We are getting ready to start Summer Program on May 17th. We currently have 37 children enrolled for the summer.

CURRENT NEEDS in 5C:

- Main room flooring is in. Just needs installed
- We are looking into purchasing walkie talkie units for the daycare to get rid of the need for staff to use cell phones to contact each other.
- We need to add games and sprinklers for the summer program.
- We would like to be considered for a short bus from the Handibus if one becomes available. Mrs. Strong works for Scottsbluff County and is watching for when one goes out of service and is going to be sold for us. These buses do not require a CDL to drive them and are still considered a bus so that booster seats should not be required. For this summer, Monument Bible will allow us to reserve and use their bus.
- We have joined with the Carpenter Center for the government free lunch program to provide lunch over the summer. This will free up some budget for other maintenance items or transportation costs if something is located.
- We will be purchasing staff shirts to allow our staff to easily be identified when at school and away from the school building.

I have hired Alisha Gutierrez, who is a recent graduate with her teaching degree from Kearney. She will work over the summer as a teacher qualified staff.

Respectfully Submitted May 14, 2021