

LCS Board Retreat Minutes
February 23, 2022
8am-12pm Hillcrest Conference Room



Copies of Agenda Sent To:

<p>Richard Harvey <i>President</i> <i>Elected February 2017</i> <i>Last Term Expires June 2023</i></p>	<p>Shannon Dare <i>Treasurer</i> <i>*Transformation</i> <i>*Spiritual Life</i> <i>Elected January 2021</i> <i>Last term expires January 2027</i></p>		
<p>Samuel Lehman <i>Elected July 2020</i> <i>Last term expires July 2026</i> <i>Finance</i></p>	<p>Jim Bittner <i>*Board Governance;</i> <i>Elected October 2019</i> <i>Last Term Expires June 2025</i></p>		
<p>Dave Henderson <i>Treasurer</i> <i>*Finance</i> <i>Elected March 2019</i> <i>Last Term Expires June 2025</i></p>	<p>Jennifer Culp <i>Vice President</i> <i>*Advancement,</i> <i>Elected April 2017</i> <i>Last Term Expires June 2023</i></p>		

*Denotes committee chair

- **Opening Prayer and Devotion**-Richard Harvey
 - Obedience is better than sacrifice - I Sam 15:22

- **ACSI Major Recommendations**-Shannon Dare

Overview of all recommendations and who is assigned to oversee the work was given by Shannon

 - **BM #1** - Board is working on this.
 - Applications have been given to Elaine Heath, Christie O’Neal.
 - Board Executive Committee (Jim, Richard, Jen) will create a written process for inviting new board members and responding in a timely manner to those who have applied.
 - Good discussion was had on the profile of an effective board member and the urgency of repopulating the board as soon as possible.
 - This is to be completed to be presented for a vote at the April board meeting.
 - **BM #2** - Shane is overseeing this.
 - The Finance Committee has met and has created a draft of all documentation for the budget.
 - The Salary Rubrics will be evaluated to include COLAS.
 - This will be presented at the April board meeting.
 - **BM #3** - Dana Jerrils has updated the certification spreadsheet.
 - Lisa and Adam reported we are now in compliance.

- Lisa will ensure the documentation is complete and uploaded to the google drive.
- **BM #4** - Adam gave an overview of the Ed Comm meetings
 - Significant discussion and work has been given on a mapping tool (Google Docs vs. Curriculum Trak). A decision will be made at the March Ed Comm meeting.
 - Bible and Math scope and sequence will be completed by May 1
 - Mapping tool training will be scheduled for all teachers for spring, summer, and/or fall
- **BM #5** - Shannon gave an overview
 - Board will create the CSIP in the correct format.
 - Review of all indicators the the development of a plan for sharing with all stakeholders was discussed
- **Critical Indicators**
 - 1.3 - (Board) Foundational documents have been updated. Shannon will contact Tori to place these on the website. A State of the School Address to all stakeholders is scheduled for Thursday, November 3, 2022. Tori and Dana have already begun to add Board Minutes to the website. Tori will be asked to add By-Laws to the website. The Annual Report/State of the School update will also be added to the website when completed.
 - 5.7 - Lisa and Adam are working with the Ed Comm to oversee this. Adam and Lisa have received training for NWEA assessments. Two elementary teachers are attending training for the IXL assessment.
 - 6.12 - Shane reported that interviews are taking place for the Facilities Director. Specific repairs have been made.
- **2022/2023 Proposed Budget-Dave Henderson**
 - Dave gave an overview of how to read the spreadsheet.
 - The proposed budget is built on:
 - EANS funding of \$74,000 (EANS 2.0 is expected to be extended to 2024-2025)
 - An additional 1st grade teacher
 - 400 students (our current enrollment)
 - A 6% tuition increase
 - Funding for a development director and facilities director included
 - Contributions and Fundraising - This year we have come in well above the total expected. We have budgeted conservatively for 22-23 in the absence of a development director.
 - Tuition & Fees - 6% increase for 22-23 based on current enrollment [Average per child income (FTE) is approximately 5,700]
 - Staff increases in salaries of 3%
 - The government loan for the mortgage is deferred (\$50,000) until 2023-2024. This represents a significantly lower interest rate each month.
 - An increase in capital projects is included to fund the work on both parking lots
 - IT expense is estimated at \$75,000 over three years for hardware upgrades
 - The bottom line shows a budget ending in the black

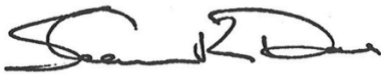
- The Finance Committee gave a unanimous recommendation to approve the 2022/2023 budget.
- Dave Henderson made a motion to approve the 2022-2023 budget. This was seconded by Jim Bittner. Richard Harvey prayed over the budget giving God control over all that takes place through this budget cycle.

- **Fire Monitoring System- Dave Henderson**
 - Dave Henderson made a motion to spend the money that is needed to update the Hillcrest system. This was seconded by Shannon Dare. The motion passed.
 - Shane Rees will immediately work to update the system to Sonitrol.
 - A written document will be created by Shane/Lisa stating clear procedures for calling 911 in the event of a fire during the school day and during after school events which will be followed until the monitoring system has been updated.

- **Board Self Evaluation-Shannon Dare**

- **NEXT BOARD MEETING – Thursday March 3, 2022**

Certified by the secretary of the corporation



Shannon Dare
Secretary

February 28, 2022

Date