

Lutheran School Association  
Christian Board of Education  
July 24, 2024  
Minutes

**Members Present:** J Bryant, J Fletcher, M Howe, E Jaggi, K Jones, Pastor Mark, Pastor Adam, W Bodine, C Gerhard

**Members Absent:** S Doddek

**Staff:** B Booth

C Gerhard called the meeting to order at 6:00 p.m. Joel Fletcher opened with devotion.

#### **AGENDA APPROVAL**

- J Bryant made a motion to approve the agenda. M Howe seconded the motion. The motion passed.

#### **CONSENT AGENDA – ACTION**

- Approve Finance Report
- Approve Staff Reports.
- J Bryant made a motion to approve the consent agenda. K Jones seconded the motion. Motion passed. **Note:** Approval of the minutes for the June meeting will take place at our August board meeting. The minutes from our June Board of Education meeting were not present at the July meeting.

#### **FOUNDATION REPORT**

- B Booth reported that there are 9 members on our Foundation board and 1 voting member from each member congregation. The first meeting is scheduled for August 2<sup>nd</sup>. One of the first initiatives will be a focus on Alumni giving.

#### **ADMINISTRATIVE UPDATES**

- Executive Administrator's Report (Oral)
  - Enrollment for Fall 2023 (as of 7/18) is 356 students: 28 less than the current 384.
  - Budget is prepared for discussion and a vote at July Board meeting
  - Master schedule is being finalized and will include adult-led huddles for 7<sup>th</sup>-12 graders
  - Julie Fane has donated all of her consulting hours up to this point. A great savings.
  - Staffing update: Still working on staffing. Finalizing second 1<sup>st</sup> grade teacher and APT class coverage.
  - School handbook re-write to be completed by end of July. Brian will send out to board members prior to sharing with families at registration.
  - Welcome Back Night set for Monday, August 14<sup>th</sup> at 6pm. Brian encouraged board members to support the event. C Gerhard suggested the board prepare lunch for all staff that day as a way of showing support and thanking them for their good work.
  - New website will be completed within the next few weeks.
  - Jog-a-thon all school fundraising event being planned for October 13<sup>th</sup>.
  - B Booth updated us on the Employee Tax Retention Credit Funds and overall cash position
  - Susan Keene resigned to take advantage of a new career opportunity. Last day is 8/8

- ReSale Shop
  - June sales are over \$22,000 with 6 days left in the month.
  - Volunteer Dinner was a big success.

#### **OLD BUSINESS**

- Budget presentation – B Booth led discussion on the proposed budget for the 2023-2024 School year. There were several budget line-item questions and comments. The current decrease in enrollment will impact the budget revenue. It is expected we will see additional enrollment prior to the beginning of school. J Bryant made a motion to approve the budget. Second by J Fletcher. Motion passed.

#### **NEW BUSINESS**

- Dress Code – B Booth shared his concerns about the recent dress code turmoil. There was some miscommunication between the board and Brian about the dress code for the upcoming school year. As a result, some parents and students were upset when they read the new dress code policy, and several board members were contacted. Brian recommended, and the board agreed that he would send a communication to parents reducing the restrictions and encouraging them to use their best judgement when sending their children to school.
- Governing Board Policy Manual -we are going to make sure we have in writing what we expect of our Executive Director. We are all to look over what is in our folder as a starting point. Brian also asked that when staff come to board members, we make sure that they are directed to Brian.
- Website & Social Media compensation request. Motion by J Bryant to approve additional \$5,000 compensation for the 2023-2024 school year for Kelli Booth to complete Web Site design and social media implementation. Seconded by W Bodine. Motion passed.

#### **ADJOURNMENT**

- M Howe made a motion to adjourn the Board meeting at 7:29 p.m. J Bryant seconded the motion. Motion passed.

#### **Next meeting**

- Our next meeting is scheduled for Monday, August 28<sup>th</sup>