

RLS Board Open Session Meeting Minutes July 15, 2021

Voting Board Members: David Robison, Tim Farmer, Michelle Wood, John Whatley, Bee Persson, Linda Cook, Neil Porter, Bill Xenakis

Non Voting Board Members: Tom Kolb, Pastor Jonathan Blanke

Newly Appointed Teacher Representative on the Board, non voting: Pam Daniels

Staff/Faculty: Rosie Creasy, Robin Hester, Deb Mahan

Newly Appointed Board Members with starting terms of August 2021, attending: Tom Farr, Chris Johanson, Mackenzie Sottini

Presiding Officer David Robison opened the meeting at 4:06 PM. Neil Porter led the opening prayer.

Attendees at the meeting spent a few minutes making brief introductions.

Principal's Report

Tom has prayerfully accepted the position of Southeast District Director for LCMS. (The past few months Tom has spent much time in evaluating his professional future and he's been open with the Board with his thinking). Bob Unger will lead RLS as Interim Principal at RLS effective immediately. Tom will transition to his new position in August, while assisting Bob and RLS staff in preparation for the opening of school operations in August.

Leading the school administration/operations will be a team effort; Bob, Robin, Rosie and Deb will be taking the reins on many tasks for which they are well familiar.

Tom spent time in discussion with the Board on important details going forward to ensure that nothing is overlooked and the Board is well informed concerning his transition.

Tom updated the Board on the current status of faculty/staff. The majority of contracts have been sent out at this time.

Before and After School care roles are being discussed with candidates. The new Kindergarten aide position has yet to be filled.

RLS will move forward to support JK, even if this needs to be a hybrid model. The Board devoted time to discussing the operation of the JK class and how to best serve students/families who enroll in JK.

Good news was shared as RLS was in receipt of \$47k from the MALIM grant which will support the playground renovation and upgrade project.

Admissions and Marketing Report

Rosie shared her projection of between 174-184 students to be enrolled for the coming school year. There are some outstanding contracts with candidates awaiting signatures, and a few contracts yet to be sent to interested families.

Rosie briefly touched on marketing goals/strategy via materials shared in an email to the Board.

Deb and Rosie continue to be closely engaged with the PSO (Deb serves as PSO Treasurer). Zoom meetings have been very productive with the PSO membership.

Treasurer's Report/Budget

Tim revisited the positive reflection of the PPP funding in the budget for the past year 20/21. Also, the RLS Annual Fund drive generated \$30k for RLS.

Chris enquired about supplies/resources for Before/After school care; Tim mentioned that the instructional material budget will cover these needs. Additionally, the budget going forward for 21/22 will reflect 3% salary increases and new staff count will be added given the needs at RLS.

Discussion on updating and closing the past year's budget ensued. It was agreed to put the year end surplus in unrestricted retained earnings. Tim motioned to approve the updated budget. Dave seconded.

Vote: The updated 2020-2021 year end budget RLS Budget is approved.

The presiding officer, David Robison, announced a recess for dinner break. 5:22 PM.

The Board resumed the meeting at approximately 5:50 pm, brought to session by Dave.

Healthy Together Plan

Tom reviewed the five key points of the plan. The Board discussed the fact that RLS was successful in maintaining zero community spread since the inception of the pandemic even though several staff and students had been infected throughout the year. With the recent news of the Delta variant, it's important for RLS staff and students to be vigilant. Leadership and faculty are revisiting the Healthy Together Plan for implementation in the coming year.

Rosie, Deb, Barb, Robin and Bob reconnected to review the plan. The CDC and the Governor's directives on Covid protocols are not aligned; The Board discussed this discrepancy and how RLS should move forward.

Mask wearing policy was discussed at length by the Board, with a decision to await a final policy communication until after the first of August; new guidance is expected by the NC Governor during the first week of August.

Principal's Report Cont.

An elementary school Music teacher, part time, will be hired.

"Meet the Teacher" session plans are in the works, with respect to Covid cohort protocols. At this time, Back to School night is planned to be online.

Hot lunch delivery will resume this coming year. Assemblies are planned to be scheduled for students, with a modified cohort schedule.

Concerning athletic activities going forward, spectator attendance is an important consideration with Covid protocols.

Tom discussed the Hybrid teaching plan, distance learning etc. The Board supported his recommendation that if necessary, RLS will only implement either 100% distance learning or 100% in person instruction only. It is too challenging to have one or two students learning online with the majority of students in person at RLS for class

instruction. Updated Covid policy consent forms will be sent to all student families to sign.

Survey Review

Dave briefly covered the survey results that were provided to the Board. The survey responses were consistent to the metrics from last year at this time.

The Board took the opportunity to discuss 'specials' and a potential foreign language offering given some survey responses.

Goals

Dave was straightforward with his vision for RLS.

1. RLS needs to maintain as normal a school year as possible in light of Covid.
2. The selection and appointment of a permanent RLS Principal that will lead us for years to come is of paramount importance.

Pastor Blanke shared his positive conversation with a new family at RLS/RLC. The children will attend RLS and grandparents are joining the church.

Chris Johanson suggested the RLS Board should communicate with the teachers to tell the story of what we have accomplished this past year while sharing our goals going forward.

Board Nominations

The following slate was presented after group discussion.

Board Chair: David Robison

Vice Chair: Neil Porter

Treasurer: Tim Farmer

Secretary: Michelle Wood

Board Nominations cont.

Tim motioned to approve the above slate of officers, Tom seconded.

Vote: The slate of RLS Board officers is approved for the 2021/22 term year.

Standing Committees

Dave reviewed the roles and the Board discussed membership of the following committees:

Board Policy: Michelle Wood, Neil Porter, Tom Farr

Technology: Pam Daniels, Dave Robison, Tim Farmer, Danielle Altieri

Professional Development: Chris Johanson, Laura Fisher, Pam Daniels

Community Relations: Rosie Creasy, Tim Farmer, Mackenzie Sottini, Deb Mahan

Principal Appointment

Dave instructed the Board that the Board Policy Manual needs updating for the Principal Hiring process.

Tom Kolb will facilitate by generating a list of candidates. The Board selects a candidate, then the candidate is put forward to the RLS Council for review.

The Search Committee is composed of Pastor Blanke, Bob Unger, Robin Hester, Bill Xenakis, Tom Farr.

A formal job description needs to be drafted. Tim will work on the text, and share with the Board for review and approval.

Presiding officer David Robison noted the upcoming meeting dates for the 21/22 Board schedule and adjourned the meeting at 8:36 pm.

Minutes submitted by Secretary Neil Porter