

**RLS Board Open Session Meeting Minutes**  
**September 16, 2021**  
**\*In Person Meeting at RLS**

**Voting Board Members Present:** David Robison, Tim Farmer, Michelle Wood, Neil Porter, Bee Persson, Tom Farr, Chris Johanson, Mackenzie Sottini.  
Not Present: Bill Xenakis

**Non Voting Board Members Present:** Bob Unger, Pastor Jonathan Blanke.  
Not Present: Pam Daniels

**Staff Present:** Rosie Creasy, Deb Mahan, Robin Hester.

Presiding Officer David Robison opened the meeting at 6:31 PM. Bob Unger led the opening prayer.

**Principal's Report**

Bob gave an overall update on the school that all is going well noting especially less congestion with carpool with the most recent changes. His administrative team is meeting every Tuesday as they recognize that communication is huge in keeping things on track for another successful year.

In his Healthy Together update, Bob reported that the school has only had one positive Covid case but with no spread in the school. Staff went through all channels of reporting and following proper protocol consistent with NC Strong Schools.

We will be testing plexiglass dividers for areas in which we have grouped desks.

Our school families have shown great support in our collection of items to benefit Hurricane Ida Relief.

RLS Travel Club students are selling mums to raise funds for an overseas trip in 2022.

Tom Kolb will be officially installed to his new position during a worship service to be held at RLC on October 15, 2021 at 9am as part of the Southeast District Conference. The conference will be held virtually and the service will be live streamed from our sanctuary. There will be in person attendees as well for the installation service.

**Admissions & Marketing Report**

Rosie shared that we have 3 potential new students for our current school year. Applications open in November for the 2022-2023 school year and Rosie has already had calls from families who want to apply.

In recognition of Ovarian Cancer Awareness Month and in further support of Kathy Siemon, the Honor Society is selling teal bracelets and we will have a 'Wear a Teal Shirt' day on Tuesday, September 21, 2021.

September 28, the Middle School will take part in a service project to dismantle the brick retaining wall as playground renovations get underway.

The PSO is planning a "Drive-In Movie Night" for the elementary age students and families on October 22.

Staff is working on creating staff name badges as well as a picture directory.

Laura Fisher has contracted with us to coordinate Staff Development. The first one will be held on October 22 with another to come in the spring.

Rosie noted what a wonderful job Robin has done in supporting our MS teachers.

Robin has made sure no one is teaching more than 5 classes to reduce stress potential. She says the new teachers are settling in and we have a really strong MS staff. The implementation of Fun Friday with the Middle School has been a great success.

In bringing back team sports to RLS this year, Robin reports that volleyball is going great with many masked fans in attendance. The soccer team had its first win today and they are displaying lots of camaraderie within the group.

### **Treasurer's Report**

Neil will coordinate with Deb to get the Annual Fund campaign prepared for this year. We will delay the roll out for a bit to avoid giving fatigue.

In response to a request for clarification of Tuition Income Year to Date amount, Deb informed us that since the entire tuition is billed at the beginning of the year, the entire amount is reflected in this number. This amount has not yet been realized as we do allow tuition to be paid monthly. There is a line on the far-right column of the report where Accounts Receivable (tuition) is denoted with the amount still due.

Tim asked about the Network Contracts expense line item. Deb explained we are making monthly payments to the church for the updates that happened last year.

Tim then presented a revised Final Budget for 2021-2022 updated with increased tuition income due to further enrollments and increased salaries due to additional staff hired.

Regarding a question about any yearly surplus, Tim explained that if that occurs, the funds are put into retained earnings so the funds can be used when and where most needed.

**MOTION:** Michelle moved to accept the Revised 2021-2022 budget as presented on September 16, 2021. Neil seconded the motion.

**VOTE: The Revised 2021-2022 budget was approved.**

## **2022-2023 Tuition Discussion**

Dave reminded us that we set tuition for the next school year at our October meeting. He gave us background and reviewed the documents sent prior to the meeting.

Please give some thought to this process, the numbers/comparisons, and our goals so that we are all prepared to discuss next month. Deb will be preparing an analyzation of costs of elementary and middle school.

## **Principal Call Committee**

Dave contacted Barry Needle, chairman of the Church Council to verify the call process. Once the Board has chosen a candidate, this information will be presented to the Church Council. If they okay our choice, he/she will be presented to the congregation. Once the congregation has approved the candidate, we can then present the call to said candidate.

### **The Committee will consist of:**

David Robison – Chair  
Bill Xenakis  
Tom Farr  
Mackenzie Sottini - Secretary  
Robin Hester  
Pat Smith  
Jenny Hundertmark

### **Ex-Officio Members:**

Bob Unger – Liaison to faculty  
Pastor Jonathan Blanke

Our job description for Principal needs to be updated. Tim had previously sent out our current description and will circulate that again for anyone's input. Any information we should need to prepare about RLS for the call process should be found in our accreditation information. We may possibly bring in others beyond the committee when interviews are conducted.

## **Other**

Bob will have something included in the Lion's Tale to make sure parents know they may attend the Open Session of our Board Meetings and that should they like to speak (be on the agenda), such a request needs to be made in writing beforehand.

Presiding Officer, David Robison adjourned the meeting at 8:10pm.