

RLS Board Open Session Meeting Minutes
April 21, 2022 6:30pm
In Person Meeting at RLS

Voting Board Members Present: David Robison, Tim Farmer, Michelle Wood, Bee Persson, Bill Xenakis, Chris Johanson, Mackenzie Sottini.

Absent: Neil Porter, Tom Farr.

Non Voting Board Members Present: Bob Unger, Pam Barnette.

Absent: Pastor Jonathan Blanke.

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

Presiding Officer David Robison opened the meeting at 6:31pm and Chris Johanson led the opening prayer.

Church/School Financial Relationship Overview

Bob received information from Margaret Hyatt to share with the Board. The Church, School and Preschool share a lot of costs. RLS pays most of the internet costs. Phone expenses are evenly split 3 ways. The property Insurance is split 3 ways, but in increments. Each entity pays the cost for their employees for Workman's Comp Insurance. Retirement, Disability, and Health benefits' costs are paid by each entity for their employees. Background checks are paid by each entity for their employees. RLS pays for paper towels, toilet paper, and cleaning supplies ordered through UniFirst for the Family Life Center. RLS also pays for a small amount of cleaning supplies ordered by RLC.

Regarding Facilities Maintenance in the FLC, RLS is responsible for any interior renovations, decorating, and furnishings with the exception of rooms 253 and 153 which are the sole responsibility of RLC. In room 150 (Gym/Stage), RLC and RLS will share the cost 50/50 for the wood floor's upkeep, maintenance, and coverings. RLS is responsible for its outdoor playground equipment and furnishings. RLC is responsible for any external building maintenance as well as for parking, sidewalks, and landscaping.

See 2 attached documents for details. 1. Shared Costs 2. Facilities Maintenance Policy

Endowment Fund Overview

Bob and Dave shared what information they recalled. The school has 2 Endowment Funds. One is very limited (old fund for RLS) and can only be used for scholarships. The other fund, Kibler, has a broader access and reach. Proposals are turned in, in March and you're told in October if it is approved. Usage is typically limited to 5-10% of the principal per year. The amount currently in the funds needs to be confirmed. There was talk at some point about getting rid of the limited scholarship fund and then only functioning with one endowment fund. More detailed and confirmed info to hopefully come next month.

Principal's Report

The current classroom plan will include two 1st grade classrooms and one class for each of the other elementary grades for 2022-2023.

The school will begin to have larger groupings of students in May. (ex Chapel, Fine Arts Festival). We might expand Middle School Religion to include 5th grade.

RLS will be implementing the use of Gaggle, a safety management program, to ensure students are safely and correctly using school provided technology. There will be response training for staff who would be receiving any notifications of potentially concerning behavior or content. See Attachment 3 for further information.

RLS will be hosting a Fine Arts Festival on May 24 where we will have students, parents and others all gathering together in the gym.

Other upcoming dates:

April 26-28 - Iowa Testing

May 4 – Progress Reports

May 6 – Early Release

May 17 – No School (Local Voting Day)

Bob is being trained to administer the EOC Math 8 test.

The Annual 8th Grade Class Trip to Washington, DC will not be a school sponsored trip this year as not enough students are participating. There are, however, some families still choosing to go for this educational experience with their student. Their absence from school will be excused.

The International Travel Club enjoyed their trip to Austria, Germany, and Switzerland during Spring Break with 3 adults and 7 students attending. A trip is being planned for visiting England and Scotland for 2023.

One maintenance item of note is that the 3rd, 4th, and 5th grade classrooms need new carpet. Garett will be getting several quotes for our consideration.

Admissions & Marketing Report

Rosie is forecasting ~165 – 170 students for the 2022-2023 school year. There are currently 149 firm contracts. She reviewed the last 3 years' admissions numbers with us and noted next year is looking to be a more normal admissions pattern.

We currently have the most seats available in Junior Kindergarten and Kindergarten, but usually will see additional interest and enrollment in those classes over the summer months.

We have reached out to current parents asking them to post RLS information on message boards at their companies if able. We have also been reaching out to many other companies about including RLS information for their incoming employees or posting on their message boards.

We are working on creating a digital and physical brochure for the school. Other marketing ideas are being considered as well. Rosie will post a request in the Lion's Tale for parents to post a review for RLS, as the ones that currently show up are a bit dated.

The playground dedication is now scheduled for June 2nd.

On May 6th we will host a Career Day for the Middle School where any parent can sign up to share about their particular career with the students.

Rosie recently served on an Accreditation Team for a Lutheran School in South Carolina. Having this experience makes her extra proud of all we are able to do at RLS and the way everyone involved with our school works together and supports one another.

Treasurer Report

Tim said we would skip discussing the proposed budget that was sent out and will take this up at the May Board meeting with a new document. He asks that everyone please delete the email that was sent and destroy any copies that were printed out as the document had sensitive confidential material included by mistake.

As for our current budget, all numbers look good and we may end the year with a small surplus instead of a deficit.

2022-23 Board Member Committee

Bee has contacted all potential candidates for whom she has been given names. A short overview of each was given with minimal discussion. Looks like we may have 10 potential candidates for 3 upcoming vacancies. She and Neil are to further discuss and bring recommendations to the May Board meeting for discussion and a vote.

Principal Call Committee

Mackenzie reported that the committee had interviewed three candidates. They were ready to move ahead with a recommendation when this candidate experienced a family emergency that precluded moving forward at this time. Mackenzie will meet with Pastor Jonathan and the committee will meet again for closure or a plan to move forward.

Teacher Call Committee

Chris reported that the schedule is all set for Tyler Timm's visit this coming weekend.

Critical Race Theory / Gender Identity

Further discussion of these topics ensued as a couple of instances where current culture has or could allow these issues into the school were identified.

We agreed again that teachers need training on what Lutherans believe, as well as in addressing these 2 issues. Bob will provide or find the training needed for teachers next year. He sees the approach being how to respond when something comes up – 'this is what we stand for/believe' taking out the negative of being against something. We'll also ask the librarian to use one of the book screening sites before adding a book to our library and before ordering books that a class will read for assignments.

Presiding Officer, David Robison adjourned the meeting at 8:35 pm.

Minutes submitted by Secretary, Michelle Wood.

Attachment 1

[2022_04_21 Attachment 1 Shared Costs - School & Church.pdf](#)

Attachment 2

[2022_04_21 Attachment 2 Facilities Agreement RLC - RLS.pdf](#)

Attachment 3

[2022_04_21 Attachment 3 Gaggle Safety Management.pdf](#)