



School Board Minutes
June 30, 2021

Call to Order | James Christianson

Worship | James Christianson

Our identity should be found in Christ as children of God.

Celebrate Board Members | James Christianson

Three board members finishing their terms. Randy Opp, Jonathan Wold and Shannon Payne. Thank you for your dedication and service to our school.

Approval of Minutes | James Christianson

Voted to approve the May 2021 minutes. Motion: Jonathan Wold, Second: Shannon Payne

State of Our School | Doug Zimmerman

- We survived the school year by the grace of God.
- The end of the year finished with the Grace Race, several basketball games at Summit, 7th and 8th grade had a fun end of year party with laser tag and a few other games.
- Since March we have hired 4 new teacher and a music teacher. Not everyone has found housing yet so any help in that area would be greatly appreciated.
- Last day of school was at Blue Grass Park. It was a great way to end the year with everyone together.
- Thank you to Jonathan Wold for his help with LCA Live. That was incredibly helpful for parents.
- Our enrollment numbers are great.

UCA@LCA Report | Heidi Hickok

- As of July 1, the job of liaison will be transitioning to the UCA budget instead of LCA budget.
- 18 students are signed up for this next school year. The students who are choosing to attend UCA full time have made the change primarily for more on campus options when being full-time UCA students.
- UCA enrollment is currently full for the 2021-2022 school year.

Finance Report | Emelie Rodriguez

Balance sheet is about the same as last month. Met operating costs for this last year. Voted to approve the May financial report.

Sub Committee Updates |

Finance -

- We do not have any accounts receivable ending this year.
- Maintenance and plant services have seen an increase in expenses.
- Motion to approve the preliminary budget and seconded. Voted to approve preliminary budget.
- **Tim Windemuth** has been hired as the part time director of development.
- Childcare rates lost some money this year due to the morning care that operates prior to the school day (7-8 am). We will offset this by raising morning care to \$12 per hour for morning care. The increase will help cover the difference in loss of income for the morning childcare program. Anita Roberts suggested having the occasional student that does arrive early stay in her classroom until the start of school to eliminate morning childcare altogether. Further discussion in the future.
- What are we going to do with the pilot fund surplus? Idea: Redo the LCA/UCA classroom into a lounge type space for the students when they are on campus.
- Lawn care and maintenance were discussed regarding separating the expenses of these items. The idea of sharing the lawn service expense with the CDA church is in discussion. Those items are both already in the budget. It was suggested that LCA students could be hired to do some lawn maintenance but the issue then becomes supervision for the students and then the transition from school year to summer break.

Building Report -

Young is supposed to be getting us a quote this week. Brant Hay has been an amazing liaison with them. Anita Roberts asked if there is a plan for built in storage in the classrooms as was promised. There was a delay with this project due to the pandemic. Devon Fertig had offered to build some storage so that's a possibility. Follow up will take place. The ability to order storage solutions in general has seen a long backorder issue due to availability of product during the pandemic.

Enrollment -

Kindergarten is full with a waitlist. 1st grade - down two students, 2nd grade has room for more students, 3rd is full with a waitlist, 4th and 5th grades have room for more students, grades 6-8th are full. Total enrollment is at 150 with capacity being 176. We are still doing tours as well. Doug offered to go to the churches and talk about enrollment. Should also go into the church bulletins.

Grace Race -

152 runners. Financial report is between 5-10K to be added to the Grace Funds. Would be great to have someone helping with the organization of this project. Need to start earlier with marketing. Dates was bumped back a weekend due to a big race in town and the date seemed to work well. Need to put this on the calendar.

Marketing -

LCA has has an advertisement on SHINE radio station running for the last few weeks. We need to work on promotion of our 5/6th grade classrooms. The investment is quite small for great exposure on a weekly basis.

Curriculum -

Nothing to report at this time.

Spring Break Schedule |

LCA calendar of spring break conflicts with UCA spring break. Issue is that its already been on the LCA calendar since it was discussed in March. There are some parents who have already been planning based on that calendar. Discussion ensued regarding options for longer spring break with merits for both longer and shorter spring breaks. Next year when the calendar is discussed we need to have public and private school calendars when in discussion when LCA calendar discussions ensue. We will leave the calendar as is.

School Board Role | James Christianson

We have been a small school for many years that is currently in a growth trend. The board has taken a big role in the running of the school the last few years. There needs to be less micromanagement on the part of the school board which makes the administrations ability to lead easier. This style of management doesn't allow for a lot of growth in the administration. The boards role is to evaluate and help guide when needed while allowing the administration to operate on a day to day basis. The board should act as a guiding body as opposed to a managing body.

A policies and procedures book for board members is an option along with clear definition of what the office manager and receptionist duties entail, as well as the the administrative duties being handled by the principal. Discussion took place about the history of the board and the struggles that took place in the past. It is appropriate to learn from the past while reaching towards future goals.

Requested of Archie a guideline for the board and chair duties from the conference office. It's time to define the responsibilities of the board and of the administration.

Ideas for consideration:

- Defining what the office needs and if more help is needed in terms of employees and what that entails financially.
- It might be easier to engage individuals on the subcommittees without having them take on the full commitment of the board. It is less challenging to engage individuals who naturally fit in subcommittees based on knowledge and skill set but it is also a consideration for the potential imbalance on committees when constituent church affiliation is not considered.

The recommendation is to create better guidelines for the board and chair person in conjunction with the role of the school administration. Vision and the execution of that vision.

School Board Chair & Vice Chair |

James Christianson is stepping down as the school board chair.

Nomination: Jonathan Wold

Nomination: Shannon Payne

Both nominees are completing terms as board members and are within the requirements of the terms for becoming the board chair according to the bylaws.

Executive Session |

Closing Prayer |

Jeremiah Smart

Adjourn |

Doug Zimmerman

Minutes submitted by: Lana Brauer