

TCS Board Meeting Minutes

12/14/21 @ 7:00 PM

Meeting attendees: (in person) Fred A, Jonas B, John H, Taneeya B, Jon V, Virginia H, Julie P, Steve B, Lisa N, Toya T, Ron N, Brian R, Ellen R, Ms. Osacky, Mrs. Volpe, Brian P, Melina P, Heather F, Heather F, Michael F, Dee O, Avery O, Kathleen B, Addison B, (via Zoom) JD Z, Crystal L, Amy M, David P, Chris MC, Deanne, B, Tina B, Mrs. N,

Devotions: John Herod – A Worthwhile Wait, Isaiah 30: 15-19

Prayer Requests/Prayer: Students and staff battling COVID - 19

Minutes Approved: November

John Herod motioned; Crystal Little seconded.

Redacted minutes will be sent to the school family

Open Session: TCS family time of sharing

TCS teachers, multiple parents and students shared personal comments concerning the current mask mandate. Some expressing that parents should be allowed to make the choice for their children, some expressed the potential impact in regards to learning and social interactions, some expressed that the current mandate should remain in effect.

A survey was sent to all TCS parents to gauge their thoughts/concerns on the current mask mandate. Results will be shared with the TCS families.

Teacher Representative Report: No report submitted

Curriculum Report:

We have had several inquiries, both for this year (January) and next year 2022-2023.

Current enrollment is 247

Open House Scheduled for January 30th. 2-4 pm.

Ongoing advertisement of events

Review curriculum fee. Consider scaffolding fees for grade levels due to consumable costs.

Committee report:

The Education Committee met on 12/10 to update the current grading policy

Remote Learning:

Remote learning continues to be available for students quarantining due to Covid. 6th and 7th will have remote learning for the remainder of the week.

Teacher Development:

Observations of teachers ongoing.

Next in-service day scheduled for January 3rd. Focus for development on differentiation of instruction, science instructional alignment K-8 and teacher mentor responsibilities and new teacher training updates.

Accreditation:

Mr. V to review application before submission to ACSI.

Building Maintenance Report: K/K

Several yearly inspections have been performed and have been passed

The annual fire inspection has been delayed due to COVID

Several gutter issues were identified and repaired

We had recent repairs on geothermal units totally \$8,700. We should begin to budget for annual repairs

Several projected were completed during Christmas break

Development:

Annual Fund

An annual fund is the money a nonprofit raises on an ongoing basis throughout the year. It's generally used to cover the costs associated with a nonprofit's day-to-day functions so it can stay up and running as it promotes other campaigns for specific projects.

At the November board meeting, the board approved establishing an annual fund with these designated areas of funding:

- Technology Needs
- Faculty development
- Capital Needs

Dickerson Bakker recommended that we use the End of Year Giving mailing as the introduction to the Annual Fund concept. The End of Year Giving mailing is sent to our top donors and board members. This is a good audience to introduce the annual fund concept.

In January through May, we will be sharing the Annual Fund with other audiences, such as alumni, staff, current families, former families and grandparents. We will be using a variety of platforms to do this, all leading up to the Benefit Event in March. That communication will include testimonies and stories. The content will include the encouragement to participate in what God is doing in the lives of children here at TCS.

The Annual Fund letters have been sent out and we ask the board to join us in praying for the Lord to move in the hearts of the recipients and provide a generous and robust response.

Preschool Report:

Cookie Dough/Butter Braid Fundraiser – what we've raised the last couple of years

2019: \$7,650 **2020:** \$5,460 **2021:** \$2,583

Christmas Programs: We will have our regular programs again. PK3 and PK4 in Shorewood each have one, and PK3 & PK4 in Plainfield have a combined one. We invited parents, grandparents and siblings.

Advertising:

- Our ad ran in the Herald News Reader's Choice Awards special edition on November 20. Information about TCS's Open House was included.
- In January I'll do a Facebook ad promoting Open House and registration.

Upcoming Events:

December

- Class Christmas Parties on the 16th and 17th

January

- TCS Open House: January 30, our Open Registration begins at that time.

Security Review:

No security issues to report

Several security cameras have recently been replaced

Parent Teacher Ministry Report: No report submitted

Volunteer Coordinator Report:

Multiple volunteers needed daily

Social Media Efforts: Jack Hayward (need report)

Special Events Report: TT

Craft & Vendor Fair (Dec. 4) – The Craft and Vendor Fair had a remarkable number of 86 vendor booths out of 91 available. The coordinators, (Mrs. Monica Deets and Mrs. Carrie Pilon) did a phenomenal job organizing and leading this community event. We had over 750 shoppers. The vendor's feedback was great and overall the majorities of them were well please and expressed interest to return. We got 3.85 stars out of 5. Moving forward we anticipate this to function to continue to be fun and successful holiday event for our school. It was awesome having some of our students from the K-4 grades perform some of their Christmas songs and to have Leap of Faith Arts Ministries partner with our school and perform at this event as well. Our exceptional Student Council did an amazing job hosting the bake sale and thanks to our Concessions department for providing the option to purchase lunch to our vendors and sell snacks to shoppers. Special thanks to all the volunteers who came in and served as well.

K-4 th Grade Christmas Program (Dec 10) – This year TCS decided to do things a little different, in order to create more opportunity for social distancing and

extended family members to attend. Trinity Christian K-4th grade students held their Christmas program, Behind the Manger Scenes, Friday, Dec. 10, at 6:30 p.m., and 7:30 p.m. ALL students in kindergarten through fourth grade were required to be at both performances. We also provided coffee; cookies and donuts to accommodate parents who may had to stay for both shows. Once again the shows were stellar...thanks to Mrs. Tanka! We also provided a giving (offering) opportunity for those in attendance.

Please continue to keep all 2022 events in your prayers!

Technology Committee Report:

Below are key items for this month (11/16/21 thru 12/14/21)

- 0 Outages
- 7 Closed Tasks
- 4 Open Tasks

We've setup a new help desk system that is managed via email, which should increase usability. We've also scheduled an onsite tech on a weekly basis to provide more support.

New Laptops: Docking station installs scheduled for over winter break.

- Phone System Upgrade: Analysis completed, and currently under vendor review.
- Camera Replacements: New IP cameras have been deployed replacing ailing cameras.
- Cloud Backups: Analysis completed. Currently under vendor review.
- Security Updates: Monthly updates applied. iPad updates deployed.
- FACTS App: Completed and deployed
- New Help Desk System: New help desk system in use. Users can now email help@trinity-christian.on.spiceworks.com to automatically open a help desk ticket and track its progress. No portal necessary.

- Teams for MS: Microsoft Teams has been redeployed to middle school students with enhanced security and monitoring to provide teachers with more tools to communicate with students.

Covid-19 Status:

- Was good after Thanksgiving break. Had a few families with COVID but no students that were at school.
- THIS WEEK a different story
 - Monday and Tuesday saw 40+ kids absent
 - Several positive cases-- mainly pertaining to boys basketball
 - 6th grade went remote beginning Dec. 14th due to 4 positive cases thus far
 - 7th grade just went remote with its 3rd case of Covid since Sunday
 - 8th grade has 2 positive cases currently and if anymore this week we would also go remote, but they seem to be ok
 - Younger grades K-5 are ok as of this report but several tests being done

Administrator Report:

Atmosphere of school

- Looking forward to break. Teachers continue to work hard. COVID stinks but we are navigating and making it happen. The mental health of all is beginning to run thin.
- Operation Christmas Child Nov. 19th ---319 boxes/presents!!!!
- K-4th Christmas Program went well---had nearly 550 audience members for 2 night shows!
- Teachers are having Secret Santa week and a breakfast on Friday Dec. 17 @ 7:30am. Buffet breakfast from Mattys Grill. Board members are encouraged to drop in and pass out breakfast and maybe salute our staff and wish them Merry Christmas.

Executive Session:

Parents

Teacher/Staff:

staff needs

Personnel/Staff:

ongoing needs

Letter

Students: enrollment

Call to action: school improvement plan

Accounts Receivables report:

SWCC Update:

Building Issues: SB

Needs of the school: List

donor recruitment

Meet with SCC Pastor

Strategic Plan

Board Executive Session:

New Board Member Candidate:

Consultant Report Discussion/Implementation

New Business?

Building Supervisor Report: SB

legal consultant

Business Services/Financial Report: SB

Financial Committee Report

Next Meeting Date: 1/18/22

Devotions for next meeting: Crystal