

WTCS Board Meeting Minutes
Monday, September 20th, 2021

The meeting was called to order by Jamie Lee at approximately 6:30pm.

Board Members Present: Jamie Lee, Patrick Haugen, Josh Comer, Jennifer Gjovig, and Kasey Richards.

Others Present: Jeremy Thomas, Chennille Currier, Lois Johnson, Scott Ryan, and some members of WTCS

1. Devotion and Prayer - Kasey read from John 6:63. God, help us to speak life into the situations and people around us.
2. Secretary's Report: A motion to approve the 2021 August 16th regular board meeting minutes, August 2nd and 12th special meeting minutes, and August 16th Fall parents special meeting minutes was made by Josh. Seconded by Jennifer. Unanimous aye. Motion passed.
3. Financial Report: A motion to accept the August 2021 financial reports was made by Jennifer. Seconded by Josh. Unanimous aye. Motion passed.
4. Administrative Reports were given.
 - a. Administrator Jeremy Thomas
 - i. Mr. Thomas reported that he and Mrs. Nible met with the midwest ACSI representative for a candidacy consultation. WTCS would be the first school in North Dakota to be accredited through ACSI.
 1. A motion was made to approve and delegate the school administrator to seek ACSI accreditation by Kasey. Seconded by Pat. Unanimous aye. Motion passed.
 - ii. The leadership team is working on updating a Crisis Management Plan and will submit it to the board for approval.
 - b. Vice Principal Angela Nible
 - i. Angie has been working on student schedules, curriculum ordering, and ISP/504s. She is assisting in writing a WTCS teacher evaluation handbook.
 - c. Dean of Students/AD/Director of International Program Dave Butler
 - i. Fall sports are off to a great start. Dave attended the NDHSAA AD meeting and has been working to finalize coaches for winter sports.
 - ii. The first fire drill of the year was successful.
 - iii. North Dakota is no longer covering the cost of the ACT for Juniors.

1. A motion was made for the school to cover the cost of 1 ACT per high school student at WTCS by Jen. Second by Kasey. Unanimous aye. Motion passed.
- d. Director of Development Terry Haugen
 - i. Terry has been setting up meetings with potential donors as well as meeting with the Lions Club, Leo Club, among other community organizations.
 - ii. WTCS will host Feed My Starving Children on October 14th-16th.
 - iii. Terry is organizing a raffle set to take place on November 17th.
- e. Director of Admissions, Marketing, and Communications Sheri Moonen
 - i. Sheri is working on a new format for school announcements. Class lists have been compiled. She is helping Jen set up Fall MAPS testing.
 - ii. Jen Grindeland has been working on schedule changes, transcripts, and helping new teachers with PowerSchool.
- f. Campus Chaplain Adam Coughlin
 - i. 6:45 CRU Bible study is in full swing. See You at the Pole is this week. Chapels and staff prayer have been going well.
5. Old Business
 - a. Chapel Sound System
 - i. The leadership team will discuss options to present to the board at the October board meeting.
6. New Business
 - a. Bank Accounts
 - i. A motion was made to add Jeremy Thomas and Angie Nible to and remove Juliana Russell from the following WTCS accounts: General Checking (XXXX99), Savings (XXXX85), Scrip (XXXXXX84), PCC/Store (XXXXXX41), and Line of Credit (Acct #XXXXXX40, Loan #XXXXXX04) by Pat. Seconded by Kasey. Unanimous aye. Motion passed.
 - ii. A motion was made to open 2 WTCS credit cards: one with a \$1000 limit for Administrator Jeremy Thomas and a TASC/Hot Lunch credit card with a \$2000 limit by Pat. Seconded by Josh. Unanimous aye. Motion passed.
 - b. Fall Fundraising
 - i. A raffle is being put together to be drawn November 17th. WTCS will be having a Spring banquet this school year.
 - c. PTO Fundraising
 - i. The WTCS PTO is being established. The PTO will keep a general fund for occasional meals and food items, teacher appreciation gifts, and

school wide parties, among other things. A second fund will be set up for donating toward school enhancement opportunities.

7. Executive Session: The board adjourned to executive session to discuss the WTCS organizational flow chart, background check process, tuition assistance application process, new family interview process, and tuition discounts. Present for portions were Business Manager Chennille Currier and Administrator Jeremy Thomas.

The meeting was adjourned at approximately 11:45pm.

Next meeting will be held Monday, October 18th, 2021
Respectfully submitted, Kasey Richards