

# Williston Trinity Christian School Board Meeting Minutes

April 29, 2019

The meeting was called to order by Wes Crosby at approximately 7:40 p.m.

Members Present: Wes Crosby, Jamie Lee, Pat Haugen, Kathy Ceynar, Rebecca Winkler, and Cyrena Weeks

Others Present: Cory Fleck, Juliana Russell, Sheri Moonen, Adam Coughlin, Kim Egge, Sheri Moonen, Lois Johnson, Laura Abuhl, Chennille Currier, and Dawn Ough

Kathy led a devotion titled “Let Me Teach You Thankfulness” based on Hebrews 12:28-29 and Psalm 19:1 and 119:105. Kathy opened the meeting in prayer.

1. Secretary’s report: Cyrena made a motion to accept the March minutes. Seconded by Kathy. Unanimous aye. Motion passed.
2. Bookkeeper’s Report: Kim went over the financial reports. Credit card requests were approved by American State Bank. ProCollect will charge a 30% recovery fee for delinquent accounts. Kim will send the contract for board approval next month. A motion was made by Pat to accept the March financial reports. Seconded by Rebecca. Unanimous aye. Motion passed.
3. Administration Reports:
  - a. Administrator/Maintenance - Mr. Fleck went over his report. Curriculum committee is up and going. Teacher and staff openings were discussed. Network issues are continuing to be addressed.
  - b. Vice Principal – The board went over Mrs. Blotsky’s report. A committee has been formed to look at a new English/Language Arts Curriculum. Rebecca raised discussion around who is making up this committee. Mrs. Schultz, Mrs. Francis, Mrs. Corneliusen, and Mrs. Russell are the current members.
  - c. Director of Development – The board went over Mr. Haugen’s report.
  - d. Director of AMC - Sheri Moonen covered her report. She went over current registration numbers. New registrations are continuing to come in. There are a few camps planned for the summer.
  - e. Activities Director – The board went over Mr. Washington’s report.
  - f. Director of International Recruitment - The Board went over Mr. Butler’s report. Mr. Butler will be meeting in person with our first prospective student this summer. Mr. Haugen is in China this week working with another school.
  - g. Campus Ministries – Pastor Adam went over his report. He is looking at best practices from other Christian Schools around the country.
4. Old Business:
5. New Business:
  - a. Dawn Ough presented on lettermen’s jackets. Wes Crosby discussed the possibility of a booster club to get this going for our school.
  - b. Mrs. Abuhl presented on North Dakota’s new Biliteracy Program. Students are now eligible to receive a Seal of Biliteracy on their high school diploma. Students must display proficiency in two or more languages. Mrs. Abuhl presented a plan to adopt this program at our school.
  - c. Budget – The board went over the proposed 2019-2020 budget. Discussion was held related to budget specifics. Kathy made a motion to accept the 2019-2020 budget as presented. Seconded by Rebecca. Unanimous aye. Motion passes. Chennille will send out a side by side comparison including last year’s budget and actual this month.

- d. Board Officer elections
  - i. President – Wes nominated Pat Haugen for President. Seconded by Kathy. Unanimous aye. Motion passes.
  - ii. Vice President – Wes nominated Jamie Lee for Vice President. Seconded by Pat. Unanimous aye. Motion passes.
  - iii. Treasurer – Pat nominated Cyrena for Treasurer. Seconded by Kathy. Unanimous aye. Motion passes.
  - iv. Secretary – Rebecca nominated Wes for Secretary. Seconded by Pat. Unanimous aye. Motion passes.
- e. Board Portfolios
  - i. Pat – Investment Committee and Building & Grounds
  - ii. Kathy – Teachers and Staff and Devotions
  - iii. Cyrena – Administration
  - iv. Wes – Investment Committee
  - v. Jamie – Parents
  - vi. Rebecca – Teachers and Staff
6. Other
7. Wes closed the meeting in prayer.
8. The Board adjourned to Executive Session at 9:20 p.m.

#### Executive Session

Rebecca made a motion to hire Mrs. Blotsky as a consultant to train Mrs. Russell outside of regular school hours at \$18/hour compensation. Seconded by Pat. Motion passes.

Rebecca made a motion to transfer \$11,228.25 from the Building Fund to the General Fund to cover updates made to meet Fire Code. Seconded by Kathy. Motion passes.

Wes closed the meeting in prayer.

The Board adjourned from executive session at 10:55 p.m.

Next meeting will be May 20, 2019.

Respectfully submitted, Jamie Lee