

**WTCS Board Meeting Minutes**  
**Thursday, December 9th, 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, and Lois Johnson

1. Devotion and Prayer - Kasey read from Isaiah 25:1. God has done wonderful things. We look toward a future full of things so marvelous that we can't imagine it.
2. Secretary's Report: A motion to approve the November 2021 board meeting minutes was made by Pat. Unanimous aye. Motion passed.
3. Financial Report: A motion to accept the November 2021 financial reports was made by Kasey. Unanimous aye. Motion passed.
4. Administrative Reports were given.
  - a. Administrator Jeremy Thomas
    - i. Mr. Thomas's report highlighted that our ACSI representative is excited for WTCS to become the first ACSI accredited school in North Dakota. The school Code Yellow lock-down proposal is being reviewed by the Williston Police Department. The Final Exam schedule has been set for January and teacher evaluations are well underway. The school leadership team is working through helpful team-building exercises.
  - b. Vice Principal Angela Nible
    - i. Mrs. Nible's report highlights that she has been working to problem solve over the finals schedule. She has set up job shadow opportunities for high schoolers and is looking at math curriculum.
  - c. Dean of Students/AD/Director of International Program Dave Butler
    - i. Mr. Butler's report highlights that he has met with the WHS athletic director about coop intentions for next school year. Dave is working with upper classmen on the PSAT results and is arranging the ACT test coming up. He is also securing job shadow opportunities for students in the fields of law enforcement and emergency medical services.
  - d. Director of Development Terry Haugen
    - i. Mr. Haugen has been out for medical reasons and was not able to complete a report.

- e. Director of Admissions, Marketing, and Communications Sheri Moonen
    - i. Mrs. Moonen's report highlights that she is gearing up for registration and Giving Hearts Day. She continues to promote the school and help families through PowerSchool and registration.
    - ii. Mrs. Grindeland's report highlights that she is working to put together expectations for chromebook use.
  - f. Campus Chaplain Adam Coughlin
    - i. Adam's report highlights that students are gathering final items for Project Ignite Light. They have surpassed their goal and will donate over 20 fleece blankets, 50 pairs of pajamas, many socks and underwear, and money toward the project. Thanksgiving chapel was a special time with testimonials from high school students about what Trinity means to them.
5. Old Business
- a. Foundation Scholarships
    - i. We are awaiting scholarship funds from the former WTCS Foundation Board so that we can establish WTCS Scholarship accounts and put the scholarships back into commission. We will revisit the topic in January.
  - b. Speech Services - tabled to January.
  - c. Year End Giving Update
    - i. We have a matching donor for \$18,000 to run through December 18th. The leadership team will continue to look for another donor to put up matching funds for the last 2 weeks of December.
  - d. Banquet Date
    - i. The Spring Banquet is set for April 9th. Planning will begin in January.
6. New Business
- a. Tuition Review
    - i. The board reviewed tuition rates from the past several years at WTCS and current rates from Christian schools around North Dakota.
7. Other
8. Executive Session: The board adjourned to executive session to discuss a Staff Contract and Teacher Opening. Present for portions were Chennille Currier and Jeremy Thomas.
9. Continued Miscellaneous Action Items
- a. A motion to remove Pam Unterseher from the Williston Trinity Christian School Amazon Smile account and add Chennille Currier was made by Pat. Unanimous aye. Motion passed.

Mr. Thomas closed the meeting with prayer at approximately 9:45pm.

Next meeting will be held Thursday, January 13th, 2022  
Respectfully submitted, Kasey Richards