

**WTCS Board Meeting Minutes**  
**Thursday, January 13th, 2022**

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: Administrator Jeremy Thomas and Business Manager Chennille Currier

1. Devotion and Prayer - Kasey read about being a new creation in Christ. As Christians we are indwelt by Jesus, having the same eternal life that he has.
2. Secretary's Report: A motion to approve the December 2021 board meeting minutes was made by Jennifer. Unanimous aye. Motion passed.
3. Financial Report: A motion to accept the December 2021 financial reports was made by Pat. Unanimous aye. Motion passed.
4. Administrative Reports were given.
  - a. Administrator Jeremy Thomas
    - i. Mr. Thomas reported that he met with staff to discuss the upcoming school year's calendar. Mid-year surveys will be distributed soon. The school has faced some maintenance issues with the extremely cold temperatures and he has been working to fix them.
  - b. Vice Principal Angela Nible
    - i. Mrs. Nible's report states that she is looking at the new reading laws for North Dakota schools. She is looking at new math curriculums and has worked through the semester 1 Finals plan with Mr. Thomas. She has met with Wilmac to work through student speech and academic concerns.
  - c. Dean of Students/AD/Director of International Program Dave Butler
    - i. Mr. Butler's report states that he has worked on basketball scheduling changes. He worked with the student council to plan the 6-12 grade Christmas party. Mr. Butler secured EMS ride alongs for 2 students interested in becoming medics.
  - d. Director of Admissions, Marketing, and Communications Sheri Moonen
    - i. Mrs. Moonen's report states that she continues to support IT and PowerSchool operations. She has been working on the Giving Hearts Day plan and upcoming registration for the 2022-2023 school year.
    - ii. Mrs. Grindeland reported that the school will be purchasing licenses for the chromebooks this month. She is preparing semester 1 report cards.

- e. Campus Chaplain Adam Coughlin
    - i. Chaplain Coughlin's report states that student takeover day for chapel will be January 26th. Spring Spiritual Emphasis Week will be from April 4th-9th. Mrs. Johnson is planning for WTCS to participate in ACSI's Day of Prayer this year.
5. Old Business
- a. Foundation Scholarships
    - i. Jennifer made a motion to open a separate holding account for scholarship funds until an investment plan is in place. Unanimous aye. Motion passed.
    - ii. Mr. Thomas is meeting with John Broschat to discuss the scholarship funds currently held by the former WTCS Foundation.
  - b. Speech Services
    - i. Mrs. Nible has a meeting next week to discuss speech services with WilMac. The board will revisit Speech Services next month.
  - c. Tuition/Staff Benefits Review
    - i. Josh made a motion to increase K-12 tuition by 6% and preschool tuition by 10% and to increase curriculum fees to \$275 for grades K-4 and \$325 for grades 5-12 with the pastoral discount at 30% for new families. Unanimous aye. Motion passed.
    - ii. Mr. Thomas presented the board with a proposed salary schedule for teachers and staff. The board will revisit it next month.
6. New Business
- a. Director of Development Position
    - i. Administration will not commence a search to fill the position of Director of Development for this school year. The leadership team will be taking on DOD duties along with help from committees.
  - b. Bylaws Membership Meeting
    - i. The board will present updated bylaws for vote at the annual membership meeting in April.
  - c. 2022-2023 Budget
    - i. Mrs. Carrier presented the board with a proposed budget for the 2022-2023 school year. The board will revisit it in February.
  - d. Spring Meeting Dates
    - i. The April and May board meetings are scheduled for April 11th and May 5th at 6:30pm. The annual membership meeting with board elections is scheduled for April 21st at 6:30pm.
7. Other

8. Executive Session: The board adjourned to executive session to discuss a teacher opening and enrollment policies. Present for portions were Mrs. Currier and Mr. Thomas.
  - a. Jennifer made a motion to convert Director of Development credit cards to athletic department cards and split them into 2 separate accounts, one with a credit limit of \$1500 and one with a credit limit of \$500. Unanimous aye. Motion passed.
  
9. Continued Miscellaneous Action Items

The meeting was adjourned at approximately 11:45pm.

Next meeting will be held Thursday, February 17th, 2022  
Respectfully submitted, Kasey Richards