

WTCS Board Meeting Minutes
Thursday, May 5th, 2022

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

Board Members Present: President Jamie Lee, Vice President Patrick Haugen, Treasurer Josh Comer, Secretary Kasey Richards, Jennifer Gjovig, Brandon Nadelman, Clayton Nobles, and Marquette Ostrand

Others Present: School Administrator Jeremy Thomas, Vice Principal Angela Nible, Business Manager Chennille Currier, Spiritual Life Director Lois Johnson, and Members Juliana Russell, Henry Heck, Wes Crosby, Keefe Lovgren, and Luc Gjovig

1. Devotion and Prayer - Kasey read about living in dependence on Christ. God, fill our school with children and families who are hungry for your Word.
2. Bylaw Amendments - Keefe Lovgren spoke with the board about adopting a parliamentary procedure for the membership as an article to the bylaws. The board will discuss options for adopting procedures and getting information to and from the membership.
3. Bylaw Changes - Wes Crosby spoke with the board about the changes in the bylaws pertaining to voting as a family unit. The board will continue to review and discuss these concerns in preparation for the Fall Parents Meeting in August.
4. Officer Positions and Portfolios
 - a. Officer Positions
 - i. Pat nominated Josh Comer for President. Seconded by Kasey. Unanimous aye. Motion passed.
 - ii. Brandon nominated Jamie Lee for Vice President. Seconded by Clayton. Unanimous aye. Motion passed.
 - iii. Clayton nominated Brandon Nadelman for Treasurer. Seconded by Josh. Unanimous aye. Motion passed.
 - iv. Pat nominated Kasey Richards for Secretary. Seconded by Brandon. Unanimous aye. Motion passed.
 - b. Jamie made a motion to add an Academic portfolio to the board portfolios. Seconded by Clayton. Unanimous aye. Motion passed.
 - c. Brandon made a motion to approve board portfolios as designated. Seconded by Josh. Unanimous aye. Motion passed.
 - i. Brandon Nadelman - Building/Grounds, Meetings/Procedures, Parents
 - ii. Clayton Nobles - Building/Grounds, Investment
 - iii. Jamie Lee - Academic, Administration, Devotion
 - iv. Jennifer Gjovig - Business, Investment, Meetings/Procedures
 - v. Josh Comer - Administration

- vi. Kasey Richards - Academic, Parents, Teachers/Staff
- vii. Marquette Ostrand - Parents, Teachers/Staff

5. Secretary's Report

- a. A motion to approve the April 2022 Regular Board Meeting Minutes was made by Marquette. Seconded by Jennifer. Unanimous aye. Motion passed.
- b. A motion to approve the April 14th 2022 Special Board Meeting Minutes with the caveat that "for presentation to the membership" be added to the language on item 4a was made by Jennifer. Seconded by Jamie. Unanimous aye. Motion passed.

6. Financial Report

- a. A motion to accept the April 2022 financial reports was made by Kasey. Seconded by Bradon. Unanimous aye. Motion passed.
- b. A motion to authorize the Business Manager to provide Lee Sues a 60 day notice and to retain Brady Martz when appropriate was made by Brandon Nadelman. Seconded by Jamie Lee. Unanimous aye. Motion passed.

7. Administrative Reports were given.

- a. Administrator Jeremy Thomas
 - i. Mr. Thomas reported that he is currently looking into Title I, II, III, and IV funds for the school as well as the possibility of obtaining funds from the Emergency Connectivity Fund. Our initial ACSI candidacy visit is complete. The likely window for our self-study and site visit would be the Fall of 2023. New Family Interviews are being completed and summer school programs are being compiled.
- b. Vice Principal Angela Nible
 - i. Mrs. Nible reported that she has received her ACSI Principal accreditation of all grade levels. She is planning classes for next year, tracking absences, assisting with MAPS testing, and reviewing handbook policies among other things.
- c. Dean of Students/AD/Director of International Program Dave Butler
 - i. Mr. Butler's report states that he has confirmed Fall coop agreements with WHS. He has completed the Fall Volleyball schedule and is working on a schedule for our own Crusader Girls Basketball team, beginning this Fall. As the Dean of Students, he has followed up on ACTs, assisted students enlisted in the National Guard, and continues to review and pass on scholarship opportunities.

- d. Director of Admissions, Marketing, and Communications Sheri Moonen
 - i. Mrs. Moonen's report states that she continues to provide support for IT, PowerSchool, and Graduation among other things. Registration is ongoing.
 - ii. Mrs. Grindeland's report states that she has completed ACT and is coming to the end of MAPS testing. She is looking at having the powerboard updated for the school fob system.
 - e. Campus Chaplain Adam Coughlin
 - i. Chaplain Coughlin's report states that over 185 meals were served to families in need at the GIFT meal in April. WTCS received a generous offering from the Good Friday community service. WTCS plans to host Feed My Starving Children again in the Fall.
8. Old Business
- a. Student Handbook Review - tabled to June.
 - b. Staff Handbook Review - tabled to June.
 - c. Wilmac Services - options for Wilmac services for the upcoming school year are still being explored.
9. New Business
- a. Summer Board Meeting Dates - the board will meet for their regular monthly meetings on June 16, July 14, and August 11.
10. Executive Session: The board adjourned to executive session to discuss the Financial Review, the annual Tuition Assistance Review, Staff Openings, and the School Administrator Evaluation. Present for portions were Business Manager Chennille Currier and School Administrator Jeremy Thomas.
11. Continued Miscellaneous Action Items
- a. Marquette made a motion to approve Tuition Assistance for the 2022-2023 school year. Seconded by Brandon Nadelman. Unanimous aye. Motion passed.

The meeting was adjourned in prayer at approximately 12:15am.

Next meeting will be held Thursday, June 7th, 2022, 6:30pm, WTCS Chapel
Respectfully submitted, Kasey Richards