

**WTCS Board Meeting Minutes**  
**Thursday, March 9th, 2023**

The meeting was called to order by President Josh Comer at approximately 6:30pm.

Board Members Present: President Josh Comer, Vice President Jamie Lee (virtually), Secretary Kasey Richards, Jennifer Gjovig, Clayton Nobles and Marquette Ostrand (Marquette left the meeting after item 6A)

Others Present: School Administrator Jeremy Thomas, Spiritual Life Director Lois Johnson, and Scott Ryan for a portion of the meeting

1. Prayer - President Josh Comer opened in prayer.
2. Secretary's Report: A motion to approve the February 16th 2023 Regular Board Meeting Minutes was made by Clayton. Seconded by Jennifer. Unanimous aye. Motion passed.
3. Financial Report: A motion to accept the February 2023 Financial Reports was made by Jennifer. Seconded by Kasey. Unanimous aye. Motion passed.
4. School Administrator Report
  - a. Mr. Thomas shared updated Leadership Team job descriptions with the Board. The Business Manager is working on a Spring Raffle fundraiser. He continues to work through teacher evaluations and the staff is working on accreditation simulations.
  - b. Vice Principal Nible recently attended a Principals Conference. The Science of Reading curriculum has been submitted to NDDPI and Mrs. Nible's team is working toward choosing a new math curriculum.
  - c. The Athletic Director is working on schedules for next year's sports. She is working on an agreement to use the ARC for track. Elementary basketball has begun.
  - d. The IT Director has set dates for upcoming MAPS testing and the ACT. She has updated the website with job openings for 23-24.
  - e. Spiritual Life is preparing for Spiritual Emphasis Week. The elementary students are currently doing a Bible Reading Challenge.
5. Old Business
  - a. Continuous School Improvement Plan
    - i. The CSIP was discussed and will be up for approval at the April meeting.
  - b. Staff Salary & Benefits
    - i. Jennifer made a motion to increase staff salaries by 3% along with a cap of \$5000 on teacher salaries that are catching up to the staff salary schedule. Seconded by Marquette. Kasey abstained. Unanimous aye. Motion passed.

- c. Tuition Assistance Guidelines
    - i. The board reviewed the Tuition Assistance Guidelines and will approve them at the April meeting.
  - d. 2023-2024 Budget Drafting
    - i. The board discussed the 2023-2024 budget. The budget will be up for approval at the April meeting.
  - e. Bylaw Amendments Proposal
    - i. The board discussed proposed amendments to the WTCS Bylaws.
  - f. Curriculum Order Approval - tabled to April.
  - g. 2023-2024 School Calendar - tabled to April.
  - h. Student Handbook Review - tabled to April.
  - i. Staff Handbook Review - tabled to April.
6. New Business
- a. Annual Meeting & Board Director Elections
    - i. The Board reviewed the Annual Meeting Agenda, School Board Director Application, and Members Election Ballot in preparation for the Annual Meeting of the Members on April 27th.
  - b. Principal Designated School Official for the Student Exchange and Visitor Program
    - i. The Administrator will look to designate a Leadership Team member as the replacement PDSO.
7. Executive Session: The board adjourned to executive session to discuss the 2023-2024 Budget, 2023-2024 Staffing, the School Administrator Evaluation, and a Student Concern. Mr. Thomas was present for a portion of the session..

The meeting was adjourned at approximately 11:30pm.

Next meeting will be held Thursday, April 13th, 2023

Respectfully submitted, Kasey Richards