

**WTCS Board Meeting Minutes**  
**Monday, February 20th, 2024**

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

Board Members Present: President Josh Comer, Treasurer Clayton Nobles, Secretary Kasey Richards, Jennifer Gjovig (via Google Meet for part and in person for part), Hannah Witthoeft, and Amy Aamodt-Allenbrand

Others Present: School Administrator Jeremy Thomas, Vice Principal Angela Nible, Business Manager Summer Deane, Developmental Director Shayla Bliss, and Spiritual Life Director Lois Johnson

1. Devotion and Prayer: Director Hannah Witthoeft read from Psalm 13. God will make everything beautiful in His time.
2. Secretary's Report: A motion to approve the January 8th, 2024 Regular Board Meeting Minutes was made by Marquette. Seconded by Hannah. Unanimous aye. Motion passed.
3. Financial Report: A motion to accept the February 2024 Financial Reports was made by Kasey. Seconded by Clayton. Unanimous aye. Motion passed.
4. Leadership Team Report Highlights:
  - a. Administrator Thomas is working on updating the front office security camera. The school continues to recruit staff for the current and upcoming school year.
  - b. Vice Principal Nible is starting to enroll students in classes for next school year. She is working through curriculum needs for the upcoming school year.
  - c. IT Director Grindeland has piloted online enrollment for the upcoming school year.
  - d. AD Coughlin is working on elementary basketball schedules and scheduling for next school year.
  - e. The Spiritual Life Team held a Purity Assembly for the 7th-12th graders. The event was covered in prayer and the Spiritual Life team reported that God did some deep work in our students' lives.
5. Old Business:
  - a. Scholarship Funds Status Update: tabled to March.
  - b. Emergency Preparedness Update: the Safety & Security Committee provided a brief update. The plan will be discussed for approval at the March meeting.
  - c. Coach's Handbook: tabled to March.
  - d. 2024-2025 Budget: the Board and Leadership Team discussed the Budget for the upcoming school year. The Budget will be up for approval at the March meeting.

- e. School/Non-School Dance Policy: Kasey made a motion to approve the School Event policy as written. Seconded by Amy. Unanimous aye. Motion passed.
6. New Business:
- a. 2024-2025 School Calendar: the 24-25 school calendar was discussed. Mr. Thomas will create an updated version for approval at the March meeting.
  - b. Annual Meeting of the Members: the Annual Meeting of the Members will be held on Thursday, April 25th, at 6:30pm.
  - c. Expansion Committee Update: the Board and Leadership discussed expansion options for the 2024-2025 school year.
  - d. Student Handbook p.7-13: discussion was held over pages 7-13 of the Student Handbook. The consensus of the Board was to move Handbook discussion to an unofficial committee which will present to the Board a final copy for approval.
  - e. Staff Handbook p.8-9: the Staff Handbook will be discussed by a Handbook Committee and then presented to the Board for final approval.
  - f. Website Development Committee: an unofficial committee was formed to discuss development of the school website.
7. Executive Session: The board adjourned to executive session to discuss the Development Report, Tuition Assistance, Hiring, Staff Salaries & Benefits, and the Superintendent Evaluation & Contract. Present for portions were Administrator Jeremy Thomas, Developmental Director Shayla Bliss, and Business Manager Summer Deane.
8. Continued Miscellaneous Action Items: the Board came out of Executive Session and accomplished the following:
- a. Kasey made a motion to approve a 3% increase in staff salaries with a cap of \$5000 on the four salaries discussed that need catching up to the salary scale. Seconded by Clayton. Unanimous aye. Motion passed.
  - b. Marquette made a motion to extend a Superintendent Contract with the terms discussed and decided upon by the Board. Seconded by Amy. Unanimous aye. Motion passed.

Clayton closed the meeting in prayer at approximately 11:59pm.

Next meeting will be held Thursday, March 7th, 2024

Respectfully submitted, Kasey Richards