

Mason County Christian School

470 E Eagle Ridge Drive
Shelton, WA 98584

School Board Minutes

January 5, 2010

Those Present:

Jim Snyder, Superintendent, Board Secretary

Pastor Glen Keefe, Board Chair

Pastor Ken Nielsen, Board Vice Chair

Kathy Ausetz, Board Member

Mike Rieck, Board Member

Jim Huff, Board Member

1. Opening and prayer

Pastor Glen called the meeting to order at 1:00 p.m., and opened with devotion from I Corinthians 15. He then opened in prayer.

2. Approval of the agenda

There were no additions or corrections

3. Approval of minutes for December 15

The minutes were distributed. Formal adoption will be at the next meeting.

4. Financial Update (Pam Boysen)

Pam gave a financial update. Our ending cash position for December 31, 2010 was \$33,318.99. Several areas of concern were discussed about the format in which we are given the financial information. Pam will do a regular Quickbooks format for our next meeting to see if that will be easier to read.

5. Superintendent Update (Jim Snyder)

- There have been seven donors who responded to a fund raising letter sent out to 75 Friends of MCCS for a total of approximately \$3100.
- We have looked at the Educational Service District Media Center as a resource for our staff to get educational audio/ visual teaching materials. The cost for the balance of the year would be \$225. Jim will work with the staff to make sure it would be a good investment before we sign up. The yearly cost would be \$387 if we were to enroll for next year.
- Our enrollment is 94 students representing approximately 58 FTE. We had one 4th grade student withdraw primarily for financial concerns.
- At some point we will need to discuss our standard for various types of leaves. We have a written employee handbook that addresses the topic of sick leave, but the policy needs to be refined.
- Jim is working with Heidi regarding the adoption of a new curriculum for the kindergarten class. Normally, there would be a curriculum review committee which would also involve one or more board members. However, in the absence of a school board, Jim and Heidi have been doing the research. The specific curriculum we favor is Read Well. This is the reading series that is used by several of our local districts as well as many others within the State to include the Tacoma School District.

(NOTE: if you Google Read Well Kindergarten you will find that the first site will give you an excellent description written by the Tacoma School District.)

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- Jim has discussed teacher evaluations with the staff, and will share the evaluation materials being used at the next board meeting.
- We have a need to provide some teaching help for Heidi's kindergarten/first grade class. The two groups of students need to be separated for specific grade level instruction. Jim is working on a plan to provide some no cost/low cost help. He will keep the board posted on the progress.
- NOTE: It is **critical** that we provide whatever teaching and curriculum help we can get in order to make sure our kindergarten students reach their maximum potential. If we can create a dynamic kindergarten program, it will help in providing a strong base for future classes.

6. Officers

Pastor Glen will be serving as the board chair
Jim Snyder was elected as the school board secretary.
Pastor Ken was elected as the school board vice chair.

7. Immediate Needs of School

Several topics we generally discussed regarding immediate needs of the school. They included upgrading the financial policies, creating a viable plan for debt collection, initiating a fund raiser for this spring, and developing marketing strategies.

It was decided that planning a fund raiser has some immediate priority. Debt collection is also a topic of immediate concern. Glen will email a potential debt collection plan. This plan has had no discussion, so it is in the initial discussion/revision stage.

Jim S. and Kathy will assemble a small group to brainstorm fund raising topics. They will try to report back to the board within a couple of weeks. Glen, Jim S, Jim H, and Kathy will review the debt collection plan and report back to the board at our next regular meeting.

8. Future Administrative Leadership

The topic of future administrative leadership was not discussed, and will appear on next month's agenda.

9. Meetings

Our next meeting will be **WEDNESDAY, FEBRUARY 2, AT 12:00, IN THE MCCS STAFF ROOM**. You may want to bring a brown bag lunch. Coffee will be available.

10. January 17th Get together w/elder wives and board spouses

Our get together has the purpose of allowing the First Baptist Church elders to meet the school board. It will be social as well as informational. School board members will be asked to share a brief description of who we are.

The meeting will be at Pastor Glen's home, probably at 6:00 p.m. More information will be coming.

11. School Tour

The meeting closed with a brief tour of the school to include a portion of the K-5 chapel time, and visiting a middle school combined class involved in a lesson.