

ST. PAUL'S LUTHERAN SCHOOL  
BOARD MINUTES  
February 18, 2016

**Call to Order:** Chair Aaron Floyd called the meeting to order at 6:00 pm.

**Present:** Aaron Floyd, Danielle Walter, Janet Merz, Cathy Mulhall, Patrick Carrillo, Tom Treat, Lisa Day, Pastor Mark, Mona Hein, Cheryl Rolf

**Absent:** Ty Zumach, Leanna Fain

**1. Opening Prayer**

Pastor Mark opened the meeting with a prayer.

**2. Approval of the Agenda**

Moved, seconded, and approved.

**3. Approval of the Minutes**

The minutes of the 1-21-16 meeting were moved, seconded, and approved.

**4. Communication with Staff**

Leanna was unable to attend the meeting so she sent in a written report.

Tom reported that the staff has enrolled in CE for this year and summer. Several called worker applications have been received and are being reviewed. There have been no applications turned in for the Y5 aide position so far. The outside sign project is a go again with the support of WFA. Tom will get some estimates from local businesses using the rendering from Jerry Mulhall. The carts and storage cabinet for upstairs document cameras, projectors, and iPADS have been ordered. The additional document cameras and projectors will be ordered soon. Tom & Lisa agree that Chalkable is the direction to go for a new Student Information System. A motion was made to authorize moving forward with the Chalkable upgrade. The motion was seconded and approved. Lisa will schedule the upgrade. Tom has made a list of priorities to focus on: 1)staffing 2)student & parent issues. A letter was sent to the board from current 4<sup>th</sup> and 5<sup>th</sup> grade parents about adding middle school classes each year for the next 3 years. There was discussion about the letter and it was decided not to pursue adding middle school grades for the 2016-17 school year. Tom will compose a letter response to the parents.

**5. Current Business**

**a) Childcare Budget**

The January budget was presented and discussed. Looking much better.

**b) School Budget**

The January budget was presented and discussed. Still looking good.

**6. New Business**

**c) Updating Files for Staff transcripts & certificates**

Mona reported to the board that the employee files have not been kept current in many years. She is trying to update the files and has a letter for each staff member for needed information. Some of the missing information was originally given to the hiring committees and other information Lisa should have access to and can send to Mona.

**d) PE Supply Request**

Sarah Floyd sent in a thank you from herself and the students for the PE equipment that was able to be purchased this year and a new wish list. Other teachers will be asked for their wish lists as well and everything will be reviewed at a later date.

**e) Budget Planning & Re-evaluation of Salary Schedule**

Lisa is inputting the current year numbers into the budget calculator for Aaron and the budget planning committee to begin the 2016-17 budget. The salary schedule can be reviewed once the employee files are brought current and all staff contracts reviewed.

**7. Old Business**

**f) Staffing**

As Tom pointed out earlier, there are applications and resumes being reviewed for next school year and no applications have been turned in for the open aide position.

**8. Other**

**g) 2016-17 Calendar**

Lisa presented the proposed 2016-17 school year calendar that she and Tom had put together. A motion was made to approve the calendar as written with an addendum for Lisa to check on the date of National Lutheran Schools Week 2017 before adding the 2<sup>nd</sup> teacher in-service date. The motion was seconded and approved.

**9. Next Board Meeting: March 15, 2016; 6:00 PM.**

**10. Adjournment:** 7:00 pm with a prayer from Pastor.

Respectfully submitted, Lisa Day, Recording Secretary