St. John Lutheran School

Board of Christian Education

Meeting Minutes, August 10, 2015

Present: Brenda Owen, Valerie Blechle, Jeremy Williamson, Rebecca Creason, Ryan Coffey, Pastor Landskroener, Mardell Granger and Jodi Buskohl.

Meeting opened at 7:00 PM with devotions by Brenda Owen.

Minutes from the July meeting were accepted after motion by Mardell Granger and a second by Ryan Coffey.

**Public Petitions, hearings, and/or correspondence:**

* Letter of resignation from Chelci Beckerle dated 7/30/15 and received on 8/7/15 was presented to the board.
* Chris Urquhart presented suggestion from elders that primary choir sing more often in church in order to get more kids and families involved in church. Chris presented an article to the board given to him by Jim Oetting by Lutheran Hour Ministries titled “How Child-Friendly is Our Church?” Discussion was made regarding making choir part of the curriculum for the school and not optional. Discussed having Kindergarten be part of the primary choir as well. The board decided not to vote on the issue now, but it’s a suggestion we will consider. We need to consult with Mrs. Stallman since she does the scheduling.
* Presentation on COPS program by Officer Helmers. The COPS program is a 10-12 week program for 5th graders that will begin in the second semester. There is a party the last week of school at the end of the program at Chester Skateland that includes a BBQ and candy smorgasbord. This year there are expanded topics and the program can be tailored to whatever we want. Officer Helmers said it does work out well if the 5th grade teacher participates and Brenda will speak with Kathy Belcher. Brenda estimates there will be between 13-17 kids. (as of meeting date not everyone had registered their kids for enrollment at St. John) Officer Helmers said each week it will take 35-45 minutes and it was decided that Thursday afternoons will likely work best. The officers will meet with the teacher beforehand and discuss any special needs. Privacy and trust are of utmost importance and the kids will be encouraged to use language such as “someone I know” versus giving a specific name when talking about situations they’ve encountered. The program focuses on the following topics:
  + - * + Stereotyping, discrimination, bullying and behaviors.
        + Identifying short and long term effects of alcohol.
        + Effects of drugs and alcohol workshop (wearing fatal vision goggles while riding a bike with training wheels through cones)
        + Assertive refusal skills (saying no to drugs, unwanted adult contact.) They do a lot of role-playing and use scripts.
        + Dangers of unsecured and unexpected guns
        + Familiarizing children with the squad car
        + K-9 demonstration (dog finding faux drugs, bite suit demo)

**Reports:**

* Cafeteria: approved after motion by Jeremy Williamson and second by Mardell Granger.
* School bills: approved after motion by Jeremy Williamson and second by Jodi Buskohl
* Athletic Bills: approved after motion by Ryan Coffey and second by Mardell Granger
* Current Budget: reviewed by Brenda Owen. Brenda noted there were several things that were over budget by a little bit and these are trustee things. She also discussed the school auto allowance and how she has never taken mileage but wanted it to be accurate because the future principal may take it. Brenda made some clarification on the general ledger about the expense for a Christian flag. Bill and Anne Ebers donated a new Christian Flag and VFW will give us a new American flag.
* Pastor’s Report: There are 2 public school 8th graders and possibly 1 public school 6th grader for confirmation instruction.

**Principal’s Report:**

* Beginning of school letters have been sent out. We are finding the mail slow in some cases, as a few have mentioned not receiving them.
* Day of Spiritual Renewal was August 6, the day-long event having been planned by Mesha, Wendy and Brenda, was well-received by all in attendance. The activities fit the school year theme “Life Together”
* Heather Hartman has been hired as the new third grade teacher and attended the Spiritual Renewal Day on August 6. She has met with Paul and Mary Stallman regarding insurance and Meg Knop has been assigned as her Buzz Buddy/mentor. Lindsey and Mesha have been helpful as well. We are helping to build a great support system for her and expect her transition to St. John to be excellent.
* Follow-up on Clear-Wave fiber optic internet and Federal E-Rate program: Our e-rate consultant explained that funds received from e-rate would cover the cost of improving our network (estimated at $3500), however, because of the funding cycle, we would not realize the funds until Jan/Feb 2016. The Megabytes provider (submitter of the quote for expansion we believe is best) is willing to honor the prices in the quote at the beginning of next year, so we’ll be waiting until then to complete the work. So we are moving forward, just not as quickly as we had hoped.
* Follow up on additional lockers for upstairs classes: Brenda is still looking. She thinks he ended up selling them all to someone else, as communication on his end ceased.
* Memorials for Judy Richey: The school and new facility fund received $475 in memorials for Judy. Brenda gave a tour of the school to her daughters Jill Searles & Jane Richey and also LeAnn Holloway Ballieu after the funeral dinner.
* Gift from Ann Patterson Estate: The school has received a generous gift from John Patterson on behalf of the Ann Patterson’s Trust Fund. This is to be spent on technology and computers in the school. The amount, as requested by the family, will remain confidential. Preliminary plans involve purchasing 2 smart boards for both preschool rooms and music room and iPads for every classroom teacher to allow app use for smart boards.
* Back to school block party: August 19 with serving to begin at 5:30 PM with outside devotions at 7:10 PM. The blessing of the backpacks will also be outside. We are hoping to have the praise band from Sparta be involved in the festivities.
* Call extended to Pastor Timothy Sims: Pastor Sims and his family will be visiting Chester on Friday and Saturday, August 14 and 15. Brenda will be out of town and Wendy is going to meet with them. We will continue to pray for the church and Pastor Sims and family.
* Mr. Steffens Birthday: Students will be making cards on the first day of school to send to Mr. Steffens for his 91st birthday on August 23. We will be sending a fruit arrangement to him as well.
* Popeye Parade: The theme of the parade is “Popeye for President” To date, we are unsure about the parade entry but will keep thinking of ideas.
* Coaches’ pay: Kaela is checking with other AD’s in the conference to make sure our pay is on par with the rest of the conference. Will find out in the next month or two.

**Old Business:**

* Act on COPS Program: Motion to approve: Mardell Grander and a second by Rebecca Creason. Note: will need to prep throughout school year (shirts, etc).
* Business conducted by email: Approval to hire Heather Hartman as 3rd grade teacher: motion by Mardell Granger and second by Rebecca Creason. Approval for Ryan Petrowske to open softball to 4th grade girls: Approved after motion by Rebecca Creason and second by Mardell Granger.
* Sign contracts: Board of Education president Ryan Coffey and secretary Jodi Buskohl signed contracts for Brenda Owen, Chris Urquhart, Ashly Bert and Heather Hartman.

**New Business/Other Business:**

* Elders suggestion to increase number of times children’s choirs sing in church: Brenda wants input from those involved in the music program so she will talk to them and will decide at the next meeting.
* Principal evaluation: We are required by the state to have evaluation for our principal. Brenda has found an example evaluation from the Catholic schools and modified it and came up with a working evaluation. Note is made that she did attempt to find something from Lutheran resources but was unable to find anything. She chose this one because it was usable, not too cumbersome, and religion is the first priority. The board members are to fill these out individually between now and the next meeting. Brenda will schedule time into the next meeting for us to discuss the evaluations, along with her self-evaluation, and come up with one document that will go into her file.
* Approve additional baseball assistant coaches: Jeff Mott needed more help because there are 21 boys playing and Aaron Runge can’t be there all the time because of concurrent involvement in coaching Stingers football. Jarred Hasemeyer, volunteer, approved after motion by Jeremy Williamson and a second by Jodi Buskohl. Dave James, approved after motion by Rebecca Creason and second by Jeremy Williamson. Luke Lochhead, approved after motion by Mardell Granger and second by Rebecca Creason.
* Accept resignation of Checli Beckerle: Approved after motion by Mardell Granger and second by Rebecca Creason.
* SJS Care Data/Positive Behavior Intervention & Support: Brenda presented the statistical data she gathered from all of last year for major behaviors. There were a total of 60 major behaviors and Brenda has the aggregated data in a table and it is broken down by month, number of incidents, day, grade, gender, teacher, referrals, location and time. It was noted that many of the incidents occurred just before lunch. There were also patterns by month and possibly a connection to weather and/or confinement of the kids. Also noted there were 10 majors on the playground, of which only 4 were during recess, demonstrating the possible need for more focus on behavior during PE. It was also noted that one child that had 8 majors is likely undiagnosed ADD/ADHD. This data is very useful and Brenda uses it to approach the children regarding their behavior, come up with ways to help them focus during vulnerable periods of time (such as that period before lunch) and to help teachers enforce expected behaviors and hold kids accountable. Note was made there were 57 major behaviors the previous year. Brenda has been doing this for 3 years.
* Rebecca Creason gave the board a flyer about a possible fundraising idea for Slim Jim meat sticks. They are from Stonie’s and our cost is 0.55 and will sell for 1.00. We could sell them at concession stands at games, etc. Will need to discuss with the PTL.
* Family Reading night will be in the fall
* Family Math Wellness night will be in the spring.
* Pastor will have chapel next week 8/19 in the Parish Hall at 8:10 am. There will also be a devotional at the block party.

Meeting was closed with prayer by Pastor at 8:39 PM.

Next meeting planned for September 14 at 7:00 PM

Respectfully Submitted,

Jodi Buskohl, secretary