

Canyonside Christian School, Inc.
Board of Directors Meeting
PUBLIC Minutes

May 3, 2010

Individuals Present: Mark de Jong, William De Jong, Dan Kuka, Susie Millenkamp, Sandy Pittock, Bryan Slusher, Sarah Weg and Jamie Shetler

1. **Opening Prayer**
2. **Reading and Approval of Minutes from the March BOD Meeting** – A motion was made to accept the April Board of Directors meeting minutes. Motion Seconded and Carried (MSC).
3. **Parental Concerns** – Parental and/or community concerns were discussed with the Board.
4. **Committee Updates**
 - A. **Marketing Committee**

Sarah Weg reported that the Marketing Committee will host its fourth open house on May 11th from 5:30 – 7:30 p.m. This open house will be marketed in a number of ways including press releases, information in the Community Calendar, information in the Jerome Chamber weekly facts, letters to area churches, postcards to CCS families and via signs around the Jerome community. This open house is designed as a marketing tool to attract new families to enroll their children at CCS. A Chamber After-Hours event has been scheduled for May 13, 2010. Susie Millenkamp and Sandy Pittock will provide the food for this event. Invitations have been sent to area Pastors and to all CCS teachers. Jamie Shetler agreed to make a Power Point presentation to be used as a marketing tool for this event.

The BOD discussed the importance of marketing CCS during the next four months. The BOD asked Mr. Kuka to contact Jerome administrators regarding distribution of preschool and summer school flyers. Mr. Kuka stated that he would contact administrators and distribute flyers to the schools by May 12, 2010. Mr. Kuka also agreed to contact area Pastors to see how local churches may be able to support CCS.

Sarah reported that the advertising package donated by the Millenkamp family was recently used to shoot a commercial to be aired on KMVT within the next two weeks. The Millenkamp family also agreed to pay for a bulk mailing to be

sent out after the commercial airs for approximately two weeks. Sarah will contact BLIP printers and have them begin the design of these postcards.

The BOD received several compliments on CCS's showcase your school display at the Magic Valley Mall. Once again, the Board of Directors thanked Sarah and Sandy for their outstanding efforts in marketing CCS.

- B. PTF Committee** - Jamie Shetler reported that Sandy Pittock, Tani McCoy, Jamie Shetler and the PTF committee have been working diligently on Teacher Appreciation Week. A luncheon will be held on Thursday, May 6th at 1:00 to honor CCS teachers. Patti O'Dell will be speaking at this luncheon and tokens of appreciation will be given to each teacher. The teachers will receive small items throughout the week to show how much we appreciate all their efforts. Renee De Jong and Tammi Flikkema have been working diligently on additional PTF related issues. Renee will be contacting room parents regarding end of the year gifts for teachers.

5. **Financial Report**

- A. Report by Mr. Kuka** – Mr. Kuka provided the BOD with a recap of school spending for the month of April.
- B. Family Accounts** – The status of family accounts was discussed.

6. **2010-2011 School Planning**

- A. Registration Numbers – Registration numbers for the upcoming school year were discussed.
- B. School Calendar – The school calendar was reviewed.
- C. Teacher Contracts- Teacher contracts were discussed. The teacher handbook was reviewed and appropriate changes, corrections or additions were made.
- D. Budget Review and Future Planning – The 2010-2011 school budget was discussed extensively. Jamie Shetler reviewed with the BOD the planning that has occurred for the 2010-2011 school year.

7. **Administrator Updates** – Mr. Kuka provided the BOD with a monthly recap of school activities and upcoming events. A copy of the administrator's report can be obtained by contacting Mr. Kuka. Mr. Kuka reported that 88% of CCS students tested, scored a proficient or advanced on the Idaho Reading Indicator.

8. **Summer EXCEL Planning and Preparation** – The summer EXCEL program was discussed. The curriculum for this program will include academic and craft time in the mornings and experiential learning/recreational time in the afternoons. The afternoon events will be as follows: Monday (Gardening Emphasis), Tuesdays (Swimming at Jerome Rec District Pool), Wednesdays (PE activities with Mrs. Worthington), Thursdays (Swimming at the Jerome Rec District Pool) and Fridays (Movie at the Jerome Cinema). These activities will include a small fee and will be billed to parents.

A motion was made to provide a multiple child discount which will include the first child at regular price, 2nd child \$50 less than regular price, 3rd child \$25 less than 2nd child price, and 4th child \$25 less than the third child price. MSC

Prices for the program will be as follows: 5 full days (\$300 per month), 4 full days (\$250 per month), 3 full days (\$200 per month), 2 full days (\$150.00), weekly drop in rate (\$80.00) and daily drop-in rate (18.00 for whole day, 10.00 for half day). A \$25 registration fee will be required and is non-refundable. Due to staffing needs, once a parent has signed their child up for a specific contract (i.e. 3 full days), the child will be billed whether or not he/she is present.

After School/Before School EXCEL Planning – The BOD discussed the need to make the after-school and before school options for parents more affordable. The BOD agreed on the following prices for before and after school care (\$25 monthly before school charge, \$50 monthly after school charge, total monthly before and after school charge \$75.00)

Additional items: A motion was made to give a \$20 registration fee credit per child who registers prior to May 20, 2010. MSC

Mr. Kuka will resubmit the paperwork necessary to renew our daycare license with the Department of Health and Welfare prior to the end of the school year.

CLOSED SESSION

9. Staff and Personnel Updates

A. Staff and personnel updates were discussed.

B. Contract Review

All 2010-2011 staff and teacher salaries were reviewed.

10. **Evaluation Procedures** - Faculty and staff evaluations have been completed.

11. **Next Meeting**- The next BOD meeting will be held on June 8, 2010.

12. **Closing Prayer**