

Canyonside Christian School, Inc.
Minutes of Board of Directors Meeting
Public Minutes
March 3, 2008

Individuals Present: Sharon Bettencourt, Alan Hansten, Chuck Hilt, Mark deJong, Dan Kuka, Susie Millenkamp and Jamie Shetler.

1. **Opening Prayer**
2. **Approval of minutes from February BOD Meeting** – A motion was made to accept the February BOD minutes. MSC
3. **Parental/Community Concerns** - No parental or community concerns were voiced.
4. **Committee Updates**
 - A. Financial Committee: Many members of the financial committee are working on the April 4th auction. The committee will continue to meet after the auction concludes.
 - B. Steering Committee: Jamie Shetler and Sandy Pittock will review registration packets and work on parent orientation packets.
 - C. PTF: Room parents are currently working with each class to complete a classroom item to be sold at the auction.
5. **Fundraisers**
 - A. Auction Update: Susie Millenkamp and Sharon Bettencourt updated the BOD on the progress of the auction. The auction will take place on April 4th and will be held at the Portugese Hall in Wendell. Donations are coming in nicely and the committee feels confident about the preparation and planning for the auction.
 - B. Heifer Fundraiser: Sharon stated that she will be contacting dairymen by the end of this month for updates regarding purchased heifers. Sharon stated that heifers will be sold sometime in July and that one heifer will be raffled off at a CCS sponsored barbecue.
 - C. Cookie Dough Fundraiser: Sherry Hansten will be doing the cookie dough fundraiser once again this year. It will begin the first week in April (April 3rd – 13th). Cookie dough will be sold at the April 4th auction.
6. **Administrator Update:** Mr. Kuka provided an administrator update. Please see attached document for specifics.
7. **Integration of Christian Curriculum:** Mr. Kuka stated that this committee consisting of Shanna Hamilton, Kathy Ridgeway, Flora Jacky and Dan, himself met briefly on February 28th and will continue to meet throughout the remainder of the school year.
8. **Marketing Proposal:** Mr. Kuka prepared a marketing budget proposal. A motion was made to approve Mr. Kuka's marketing proposal of \$968. MSC These funds will allow Mr. Kuka to utilize such marketing strategies as: placing

ads in the local pages, placing ads on the local Christian radio station, completing brochures and flyers to be handed out to numerous businesses and at local fairs, etc.

9. **Renweb:** Mr. Kuka provided information to the BOD on the advantages of Renweb and how this program could enhance instruction and efficiency at CCS. After examining software costs, training costs, etc., a motion was made to table the Renweb discussion until next October or November. MSC
10. **2008-2009 School Planning:** Numerous items were discussed related to the 2008-2009 school year.
 - School calendar – The BOD were provided with four choices for the school calendar. A motion was made to accept version D of the school calendar which provided for a school start date of August 26th, a week of vacation time at Thanksgiving and the last day of school occurring on May 29th. This calendar will be presented to the CCS faculty at the Thursday staff meeting for ratification. School calendars will be made available in the registration packets.
 - School Day - A motion was made to change the school day from 8:15 – 2:45. MSC This will allow for additional instructional time for faculty.
 - Tuition and Registration Fees – A motion was made to increase tuition by \$50.00 each month with a multiple sibling discounts. MSC A second motion was made to increase registration fees by \$25. MSC
 - EXCEL Summer Program – Mr. Kuka is currently looking for individuals interested in helping with the EXCEL program. He is also in the process of determining family need.
11. **Update on Staff Benefit Planning:** The BOD discussed its commitment to providing medical insurance for full time faculty and staff beginning in the 2008-2009 school year. Faculty and staff are currently completing insurance questionnaires.

EXCECUTIVE SESSION

12. **Faculty and Staff**
 - Faculty salaries were set for the 2008-2009 school year.
 - Letters of intent have been sent out and are due after Spring Break.
13. **Financial Update:** Alan Hansten reviewed delinquent family accounts with the BOD. Budget information was also reviewed for the 2008-2009 school year.
14. **Staff and Personnel Updates and Issues of Concern:** Personnel issues were discussed with the BOD.
15. **BOD Member Resignation:** The BOD accepted Jennifer Visser's BOD resignation.
16. **Next Meeting:** The next BOD meeting has been scheduled for April 7th at 5:30 in the CCS Library.

17. **Closing Prayer:** The meeting ended with a closing prayer.

Respectfully submitted by,

Jamie Shetler