

## November 16, 2021 Meeting: St. Paul's Board of Christian Education

Present: Pastor Schulz (excused), Bob Buss (X), John Nielsen (X), Rick Kistner (X), Levi Lentz (X), Brent Howe (X), Brad Linse (X), Nathan Rich (X), Kristin Hadenfeldt (excused), PTF rep – Kari Lentz (X), Technology Committee - Leslie Lange (X), Financial Secretary - Dawn Ullom (excused)

- 1) Prayer by Dr. Rich
- 2) Approve October meeting minutes: **Motion: Brad 2<sup>nd</sup>: Levi**
- 3) Parental Feedback/Concerns –
  - a) **Kari Lentz brought forth concerns about the tension between Cristy and staff from a mental health standpoint (wanted to make sure teachers and staff feel supported)**
    - i) **Set aside time for Cristy to receive Google training to minimize miscommunication with staff. – bring to the Ministry Board for consideration**
    - ii) **DO NOT SHARE CONFIDENTIAL COMMUNICATIONS OUTSIDE INTENDED SOURCES**
  - b) **Kari Lentz brought forth concerns about Bob's time (lacking efficient time within the classroom)**
    - i) **Recruiting enough staff to allow Bob ample time to be administrator (consider a teacher's assistant to help cover 7-8 grade classroom until another teacher is called)**
    - ii) **Set a date for Cristy to complete School Choice training or remove Cristy altogether and give it all to Bob – bring to the Ministry Board for consideration**
- 4) Staff concerns –
  - a) General toxic environment – all staff meeting needed?
    - i) **General concerns with her use of time or ability prioritize tasks**
    - ii) **Leaders need to focus on school staff and not “cater to Cristy” – many teachers and school staff are nearing resignation or wanting other calls**
    - iii) **Staff in general feel communication from Cristy to staff is very disrespectful**
      - (1) **Steve accused of being the reason gym shoes were nearly donated**
      - (2) **Brittany feels Cristy goes above the person she has a problem with and to the Board or supervisor above them – failure to follow Matthew 18**
      - (3) **At Fall Ball failing to bring problem with dirty rug to PTF but instead talking to everyone else and feeling entitled and not needing to bring garbage out – failure to follow Matthew 18**
      - (4) **Misuse of Anna's time (Emotional Intelligence training, meeting with the cleaning crew)**
      - (5) **Asking for GRACE for herself but not freely giving it to others when mistakes happen**
      - (6) **Inaccurate information being passed to outside vendors**
      - (7) **Unwilling to change dates but insists on teachers to commit to dates for events**
      - (8) **Concerns about planned Solomon Center ceiling installation disrupting secretary and Executive Assistant normal daily routine (changed from 11/15 to 11/12 without notifying staff)**
- 5) PTF update – **See attached**
- 6) Budget review
  - a) Employee Expense Policy (updated by Dawn - requires approval) – **Motion to approve policy as adjusted by Dawn made by Rick, 2<sup>nd</sup>: Levi motion approved**
  - b) Tuition change for 2022-2023 school year need to review or continue as planned? **Will continue as voted on in 7/2020; will wait for 3K/4K/EDP/Early Bird rate recommendation from Kristin**

- c) Large donation to the school (\$20,000) – Dawn’s suggested ½ to designated fund and ½ to cover overage expenses. **John motioned to use enough monies to cover current budget overages and the rest to be placed into designated funds. 2<sup>nd</sup>: Brad Motion approved**
- d) Move Fuhrman funds to tuition assistance fund managed by GEM – **Motion to approve moving the Fuhrman funds into a created tuition assistance fund managed by GEM, 2<sup>nd</sup>: Rick Motion approved**
- 7) ECM report – **see attached**
- 8) Principal’s report – **see attached**
- 9) Update on last month’s To Do assignments: 1) Hire positions for maintenance person, 2) John to schedule a meeting with Alliance – **WAITING FOR RESPONSE**, 3) Develop COVID Mitigation plan – Committee needs to be formed (Bob, Kristin, Dr. Rich and need to contact Amanda Eastvold) – **COMMITTEE FORMED BUT HAS NOT MET YET (CURRENTLY FOLLOWED LOCAL HEALTH DIRECTIVE)**, 4) Repair playground slide cracks – **REVIEWING POSSIBILITY OF PLASTIC WELDING FOR REPAIR OR REPLACEMENT**, 5) Open house to school for congregation? – Look at collaborating with Women of St. Paul’s & PTF for a Sunday afternoon “open house” – **POTENTIAL FOR THE SUNDAY FOLLOWING CHILDREN’S CHRISTMAS SERVICE (BOB TO SPEAK TO WOMEN’S OF ST. PAUL’S & PTF ABOUT IDEA)**, 6) Kristin to consider teaching afternoon with Admin time in the AM / we need to call FT equivalent (teach AM 4K + oversee EDP in PM) - **SEE BELOW**, 7) Bob to follow up on student requiring additional counseling (**awaiting an official request from the Menomonie PD so plans can be created**), 8) Bob-Kristin-Brittany to work on plan to improve family communication via website / text / email especially for new families to better understand what to expect from school – **IN PROGRESS (1 PAGE “NEW TO ST. PAUL’S” HANDOUT BEING CREATED)**, 9) John to bring current list of teacher needs for next school year to Ministry Board for approval and presentation to Voter’s - **COMPLETE**, 10) John to share approved version of Continuing Education fund policy for teachers with Ministry Board - **COMPLETE**, 11) John to speak to PTF about helping offset the \$2600 invoice for Jupiter with their technology money - **COMPLETE (money transferred)**
- 10) School Needs Update
- a) Properties & Operation update: **Leslie reported technology items are on hold due to finances available. They have been working on individual items for teachers recently. They are planning on addressing the problem smart board (bowed) in the kindergarten room over Christmas break.**
- b) Additional staff needed?
- i) One additional aide? **Will talk to Dawn about budget for teacher assistant (able to then cover as substitute for K-8 grades)**
- ii) Kitchen aide? **Will look at making Anna’s position as school cook FT for 2022-23 school year instead**
- c) Teacher calls - 3K/4K (PM), K, 1 (**call for mid-year grad vs inactive**), 2 (Chelsie Brunner), 3 (Shirleen), 4 + Athletic Director (Steve - change call), 5-6 (Travis - pending decision - **CALLED**), 7-8 (**call for mid-year grad from MLC vs inactive**), SNSP (? - ask Cathy to be PT SNSP admin + PT 5-8 Math?) – **will leave as is**, Susan (PT Art + PT K-2 Social Studies), principal (change Bob’s call?) – **Request a priority for pastor call (at least one) to have spouse as teacher (ECM or K) – bring to the Ministry Board for consideration; Bob to reach out to request mid-year calls for 1 & 7-8 grades, then 3, 4 + Athletic Director, 5-6 to be called today. We will wait on calling 2, PT Art + PT K-2 Social Studies, Principal for now.**

- d) Rosanna's resignation letter (Kristin to teach 4K in AM / Admin in PM - requires approval) – **Motion to approve Kristin as 4K in AM and Admin in the PM made by Rick, 2<sup>nd</sup>: Levi motion approved** consider call of 3K (AM)/4K (PM) combined teacher? **See above**
  - e) Kindergarten plan for 2022-2023 school year? - pending congregation thoughts on move to Alliance – **TABLED UNTIL CONTACT WITH ALLIANCE**
  - f) Proposal to Alliance? (pending congregation approval) – **TABLED UNTIL CONTACT WITH ALLIANCE**
- 11) VTO 4th quarter 2021 – 1) *Extend the fence along the grassy area to the to the parking lot - consider putting up a temporary snow fence with pool noodle to cover posts (Levi + Steve to accomplish ASAP); 2) Develop COVID Mitigation plan; 3) Add Chromebooks (may be possible through grant funding? – **pending grant approval**); 4) Contact and negotiate with Alliance*
- 12) Other? Promethian boards (17 total) send to Smith Auctions in Baldwin (John to look into) or post on WELS Facebook (Brent to look into)**
- 13) Closed portion of meeting to voting members of School Board and Elder
- 14) To do assignments:** 1) *Hire positions for maintenance person, 2) John to meet with Alliance and start negotiations, 3) Develop COVID Mitigation plan – Committee needs to meet (waiting on Amanda Eastvold availability) 4) Repair playground slide cracks – **REVIEWING POSSIBILITY OF PLASTIC WELDING FOR REPAIR OR REPLACEMENT**, 5) Open house to school for congregation? – Look at collaborating with Women of St. Paul's & PTF for a Sunday afternoon "open house" – **POTENTIAL FOR THE SUNDAY FOLLOWING CHILDREN'S CHRISTMAS SERVICE (BOB TO SPEAK TO WOMEN'S OF ST. PAUL'S & PTF ABOUT IDEA)**, 6) Bob-Kristin-Brittany to continue to develop plan to improve family communication via website / text / email especially for new families to better understand what to expect from school – **IN PROGRESS (1 PAGE "NEW TO ST. PAUL'S" HANDOUT BEING CREATED)**, 7) Bob to reach out to request mid-year graduates for 1<sup>st</sup> and 7-8<sup>th</sup> grades, 8) John to inform Dawn of what to do with the large donation, 9) John to reach out to GEM to develop plan to transfer Fuhrman funds and create tuition assistance program with guidelines, 10) John to reach out to Ministry Board to request time be set-aside in Cristy's schedule to complete any needed technology training (School Choice and Google), 11) John to schedule special meeting with School Board and Cristy to discuss concerns brought forth tonight, 12) John to speak to Dawn about budget for additional teacher's assistant (cover 2<sup>nd</sup> half of year in 7-8 grades if mid-year graduate is not available), 13) John to talk to Dawn about adding Anna as a FT cook position for next fiscal year, 14) John and Brent to look into ways to get rid of Promethian Boards in Kothlow shed*
- 15) Next Meeting: December 21, 2021 at 6:00 pm; December 5, 2021 at 12:00 pm (call meeting)**
- 16) Prayer requests: Prayer for successfully filling open teacher calls. Prayers for positive health test results for Susan Buss and Levi Lentz's father. Prayer for a continued healthy pregnancy for Rosanna. Pray for a pastor's spouse to be a teacher to fill the 3K/4K position.**
- 17) Rate meeting: **7**
- 18) Prayer by Dr. Rich to close.