

**Sierra Bible Church School Board
October 15, 2019
Public Minutes**

Attendees: Pastor GD, DO, SH, TG, RW, PJT, SW, TM, Megan (parent rep)

Open in Prayer at 4:08 p.m.

Approval of Minutes (9/17/19): SH motioned to approve the minutes and TG seconded. Motion passed.

*** Input/Questions from the PTF:**

- a. Update:
 - Grandparent's Day went well.
 - Preparations for Veteran's Day program underway.
- b. Public Comment on **topics not on this agenda:** None

*** The King's Academy (Superintendent):**

- a. Employee Handbook review (input from Personnel Committee), vote & send for legal review:
 - Table until further notice.
- b. TKA Policies & Procedures, Teacher Contract & Parent Handbook:
 - Table until further notice.
- c. Job description update:
 - Darcy will make changes and email to SB for vote.
- d. Proposed tuition update:
 - Table until next meeting.
- e. Upcoming events: Report Card Conferences - 10/21, Nevada Day Holiday - 10/25, Veteran's Day Program - 11/7, Veteran's Day Holiday - 11/11

*** His Kids (Director):**

- a. Proposed tuition update to be submitted next meeting, 11/19.
- b. Employee Handbook (input from Personnel Committee), send for legal review.
- c. Job description update:
 - Darcy will make revisions and email to SB for vote.
- d. Update HKP Policies & Procedures:
 - Darcy will make changes and email to SB for vote.
 - Darcy will update Director Contract and email to SB for vote this week.
- e. Upcoming events: Nevada Day Party - 10/24, Nevada Day Holiday - 10/25, Harvest Party - 10/30, Veteran's Day Holiday - 11/11

*** Update from Governing Board:**

- a. Status of 501(c)3:
 - Completed and ready for legal review.
 - GB is seeking an attorney to provide legal counsel.
- b. HKP Budget:
 - Budget is low; may draw from TKA's budget buffer to cover payroll.
- c. HKP Director Resignation:
 - Discussed protocol for notifying parents.
- d. Computer Maintenance:
 - GB is looking into establishing a "tech team" within SBC membership for computer maintenance.

*** New Business:**

- a. Preschool director hiring update (or possible recommendation from hiring committee):
 - Interviews completed.
 - Recommendation for hire during following Executive meeting.

* **Old Business:**

- a. Computer maintenance update: None at this time.

* **Future Business:**

- a. Research & develop a policy concerning extended leave of absence for Staff
- b. Employee handbooks to GB for approval
- c. **Next School Board meeting:** Tuesday, November 19th @ 4:00 p.m. in Classroom #1

- * **Motion to adjourn:** PJT motioned to adjourn the meeting and SH seconded. Motion passed.
Meeting adjourned at 6:25 p.m.

- * **Executive Meeting:** 6:27 p.m.