

Schools of Sierra Bible Church (S.SBC) School Board  
Approved Minutes for December 06, 2022

Members present: Sarah Hemler-Pres. (SH), Greg Gusiff -Treasurer (GG), Debby Benes -Secretary (DB), Diane Harper (DH), Darcy O'Loughlin (DO'L), Members absent: Penii Jo Trautwein (PJT), Guests in Attendance: Jessica Baeckel (JB)-School Head, Ashley Elliott-PTF

1. Opened in prayer at 4:22pm
2. Approval of S.SBC Minutes from October 11, 2022. Minutes stand approved as submitted.
3. Input/Questions from The King's Academy Parent Teacher Fellowship: Ashley Elliott
  - a. Update: \$1500.00 from Wreath Fundraiser. PTF is taking a close look at their budget and spending decisions for the remainder of the school year. Breakfast for Teachers/Staff – Dec. 16<sup>th</sup> and events for students. Parent volunteer helpers will be setting up the night before and volunteering during event. TKA student Christmas play that evening.
  - b. Fundraiser: The intent of the fundraiser is to add monies to the cash reserves for SY '23-'24 Budget. The goal is for this to become a yearly event, \$10K goal - around two hundred people to attend. Currently, we are looking for a location for the event and connections for food. DJ Trivia contact is available to Ashley. Suggested dates: 3<sup>rd</sup> or 10<sup>th</sup> of March – Friday night. Seeking help/donations from local providers for the event.  
Discussion and Action Items: JB, DB and Angie Parker will discuss how to create a Donation section on the TKA website. School Board members will collaborate with the PTF and TKA Staff to help secure a venue and catering options for the Spring Fundraiser.
  - c. Public Comment on topics not on this Agenda – People wishing to speak must fill out speaker's card. Comment limited to two minutes.  
No guests/No public comment.
4. School Head: Jessica Baeckel
  - a. Update on marketing campaign: No School Choice Fair this year, only in Las Vegas. Discussion of plans to create an Open House event on TKA campus to promote the school. Potential to hold the event in Jan. or Feb. 2023.
  - b. Update on cash reserves: Cash reserves are stagnant currently. 83 students enrolled; this is lower than previous budgeted student enrollment numbers used when calculating the budget. Expenses fluctuate monthly in addition to monies added to budget from tuitions & fees that arrive monthly. Line-item budget review of cash flow from July – Nov. 2022. Discussion of registration and book fees for the 23-24 SY.  
Discussion and Action Item: Suggestion of a budget review in January 2023 for December financial and cash flow items to maintain current fiscal overview.
  - c. Big Spring Fundraiser: See notes above from PTF discussion.

5. School Board President: Sarah Hemler

A. Update from Committees:

1. Security - DO'L & DB – Crisis group plan – Review our current plan before review with WCHD. Date for a future meeting will be determined by committee members.
  2. Finance – GG—Met w. Angie Parker and Jeff Cronk to review financials. Checking monthly to keep updated with Angie and the TKA/SSBC budget.
  3. School Head Support - DO'L, SH & DH – Group is reviewing information to create evaluation process, goals, benchmarks et cetera.
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6. Sixth grade transition discussion: JB in talks with Middle School teachers and discussing options to ease transition. Meeting(s) will be scheduled again for parents of fifth graders moving to Middle School. Discussion regarding current communication to parents about the process. New for SY '22-'23: Student planners & lockers added this year for fifth grade.
  7. Vote on math curriculum change for grades K-3: fourth – eighth currently use Saxon math. Program involves more critical thinking, heavier in geometry and manipulatives for lower grades. No scripted manual for fourth grade as provided by Saxon for lower grades K-3rd. Expectation is for a three-year introductory process – starting next year with K-1<sup>st</sup> grades. GG motions to approve and DH seconds. Motion passes unanimously.
  8. Vote on 2023-2024 SY Calendar: D'OL approves GG 2nds. Motion passes unanimously.
  9. Tax exempt status update: Dec. 15<sup>th</sup> deadline: No tax forms need to be completed, TKA is exempt from IRS 990 form. IRS 5578 form must be completed - Non-discrimination form. SH has completed and submitted this form. This statement must be on TKA website.  
Action Item: A. Parker is reviewing and updating the TKA website with this information.
  10. Pray for school families: School Board members prayed over specific TKA families/students.  
Action Item: S.H. created letters to each specific family that Board members personalized and S.H. will mail letters.

6. Old Business: None

7. New Business: None

8. Future Business

- a. Next Board Meeting - January 24, 2023 at 4:15

9. Motion to adjourn at 6:30pm - DB motions and GG seconds. Motion passes unanimously.

Addendum: January 13, 2023 – Vote by email to approve the TKA 5-percent tuition increase and removal of tuition discounting for the '23-'24 School Year. Tuition scholarships remain in effect. PJT motioned to approve, DB seconded. Motion passed.