

Schools of Sierra Bible Church (S.SBC) School Board
Minutes for January 24, 2023

Members present: Sarah Hemler-Pres. (SH), Greg Gusiff -Treasurer (GG), Debby Benes -
Secretary (DB), Diane Harper (DH), Darcy O'Loughlin (DO'L), Penii Jo Trautwein (PJT)

Guests in Attendance: Karl Anderson (KA)-Pastor/Staff Elder, Jessica Baeckel (JB)-School Head,
Ashley Elliott (AE)-PTF, Rene Gonzalez (RG)-Pastor/Staff Elder, Angie Parker (AP)-TKA Secretary
Brandon Stewart (BS)-Lay Elder

1. Opened in prayer at 4:18pm
2. Approval of S.SBC Minutes from December 6, 2022. Minutes stand approved as submitted.
3. Input/Questions from the King's Academy Parent Teacher Fellowship (PTF) - Ashley Elliott
 1. Update: Movie Night on Friday – Jan. 27th at 6pm.
 2. Fundraiser: Consideration of combining May 12th Talent Show and 20th Anniversary celebration into a fundraising event including raffles, silent auction, and other money raisers. Consideration of a TKA Staff member "Lock-In" as a fundraiser. Exploring potential fundraiser opportunity involving Christian musicians. Development of Marketing committee discussed and promotion of this new committee during the monthly PTF meeting. Goal is to seek TKA Family members as volunteers to serve on Committee.
 3. **Public Comment on topics not on this Agenda** – People wishing to speak must fill out a speaker's card. Comment limited to two minutes.
No guests/No Public comment.
4. SBC Elder Team update/discussion of ministry – Karl Anderson, Renee Gonzalez, and Brandon Stewart
 1. BS presenting background info. ideas around goals and milestones for the church and ministries. Efforts to understand background of TKA amongst elder group as well as long term plans for ministries in the future. Future thinking on middle to long term planning around the future of TKA. Where are we going to be in 1 year, 2 years, 5 years etc. balanced against planning in the past from the School Launch taskforce results. Interdependence aspect between SBC and S.SBC as explained by KA. Both groups support the other by providing spiritual guidance and shared outcomes in terms of spiritual growth for the Reno/Sparks community. KA mentioned TKA can use Churchcenter app for future

announcements i.e.: hiring/enrollment via coordination with Pastors Glen and Cassidy. In addition, the SBC weekly email can be used as a communication tool for TKA.

5. School Head – Jessica Baeckel

1. Update on marketing campaign – Dates for Open House event: Tuesday night around end of Feb. beginning of March to help promote open enrollment for the '23-'24 SY. Discussion of gathering TKA Parent/student/graduate reviews to post on website. Discussion of potential to create video clips from reviews to post on TKA website.
2. Update on cash reserves/current budget progress:
AP and JB presented current income and expenditures for the month ending December 31, 2022. Budgeted expenses for December are on target, despite increases in required Administrative subscription services.
Registration and supply costs have been rolled into one Enrollment Fee for the '23-'24 school year. Half of the enrollment fees can be paid by the end of March, with the remaining half due by May. Discussion as to whether TKA still offers a “Referral Bonus” of any type if a referred student stays enrolled. Discussion around the reality that a major portion of TKA budgeted income is garnered over 10 months, rather than a 12-month cycle. Staff salaries are distributed over a 12-month cycle. Question was raised as to whether TKA & PTF should consider some type of Fundraising event prior to or during the Summer months to boost income generation in this off-period. Several types of successful Summer fundraisers were discussed. This idea will require more background investigation and information to determine feasibility for the Summer of '23. Review of TKA cash flow projections for January through July 2023 show expenses on track, however income projections show potential for a loss compared to actual income. Discussion that the current budget was structured for 92 students and current enrollment has fallen below this number. Discussion surrounding a unique occurrence where nine enrolled students withdrew prior to the start of school. This was a large withdrawal amount compared to prior years. Currently, it is unknown what factors precipitated this larger than normal withdrawal of registered students.
Action Items: Potential for Summer Fundraiser, Does TKA provide a Referral Bonus.

6. School Board President – Sarah Hemler

A. Update from Committees:

1. Security (specifically the public health emergency response): DO'L and DB have had their first meeting. Next meeting scheduled for Tuesday January 31st to organize questions for WCHD about their checklist for TKA, review of governmental websites. Committee is working to bring TKA up to date with WCHD requirements.

2. Finance: GG reviewed questions regarding login for QuickBooks account including requirement for 2-factor authentication as account has one ownership. GG and AP will work to create smooth login process.
3. School Head Support: First meeting on February 2nd to review and outline objectives for evaluation process.
4. New Marketing Committee – SH & DB will serve on the newly established Marketing Committee. Committee will work in tandem with TKA PTF group, School Head, TKA Staff, families and students as required.
Action Item: Committee will determine first meeting date and priorities.
5. 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. SH will mail letters.

7. Old Business

8. New Business

9. Future Business

1. Next Board Meeting, March 7, 2023 at 4:15pm

10. Motion to adjourn at 7:20pm – PJT motions and DH seconds. Motion passes unanimously.