

**Sierra Bible Church School Board Meeting
August 20, 2019
Public Minutes**

Attendees: DO, SH, LA, TG, LF, PJT, SW, TM, Jenny (parent rep)

Open in Prayer at 4:02 p.m.

Approval of Minutes (7/16/19): SH motioned to approve the minutes and TG seconded. Motion passed.

* **Update from Governing Board:** Refer to **Old Business**, Update on Principal/Superintendent process below.

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

- a. There will be a volunteer class/OSHA presentation at 6:00 p.m. on Back to School Night. Penii Jo will lead. There will be a sign-in sheet and attendees will fill out and turn in completed forms:
 - Volunteer Application
 - Background Check Permission Slip
- b. Public comment on topics not on this agenda: None

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

- a. End of school procedure:
 - 7th & 8th graders may walk when released from school.
- b. Other updates:
 - Corrections made to pg. 3 of TKA Parent Handbook:
 - * Under paragraph heading **School Hours**, change "east" parking lot to "west" parking lot.
 - A notice will be posted requiring all visitors to sign in at the office.
 - * Discussion on eliminating key cards
 - Reviewed revisions to Emergency Contacts form.
- c. Upcoming events: Back to School Night - August 27th, Labor Day - September 2nd

* **New Business:**

- a. Driving record for Parent Volunteers timeline:
 - Driving record should cover 7/1 of current year through 6/30 of following year.
 - Louise will announce timeline requirements at Back to School Night.
- b. Seeking qualified person for computer maintenance.

* **Old Business:**

- a. Update on Principal/Superintendent process:
 - Six well-qualified applicants. Preliminary interviews underway.
 - GB will look at budget and reconsider salary cap at 9/3 meeting. Will also consider moving expenses for the new Superintendent.
- b. Return/refund policy:
 - Darcy will consolidate suggestions and email to SB for vote next meeting.
- c. 501(c)3 updates, schedule, articles of incorporation, Resident Agent:
 - Articles of Incorporation may cost \$30 - \$120 to have drafted.
 - Resident Agent is Marcy.

* **His Kids (Director):**

- a. Elimination of 1/2 day option for children under 2
- b. Updated staff handbooks & orientation:
 - Lela will email updated handbook to SB for review.
- c. Staff contract: Completed
- d. Training day recap:
 - Five hours of training: Relationships & "TALK"
- e. September 10th parent orientation & agenda:
 - Parent survey will be given at end.
- f. Options looking forward: Name of schools, ORIS, Before & After school care as separate care, unlicensed WCSS
- g. Upcoming events: Labor Day - September 2nd, Parent Orientation - September 10th, 6:30 p.m.

* **Future Business:**

- a. Research & develop a policy concerning extended leave of absence for Staff
- b. **Next School Board meeting:** Tuesday, September 17th @ 4:00 p.m. in the Fireside Room

Motion to adjourn the meeting was made by PJT and seconded by SH. Motion passed.

Adjournment: The meeting was adjourned at 6:17 p.m.

