

**Sierra Bible Church School Board Meeting  
September 17, 2019  
Public Minutes**

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

**Open in Prayer** at 4:08 p.m.

**Approval of Minutes (8/20/19):** PJT motioned to approve the minutes and TG seconded. Motion passed.

**\* Update from Governing Board:**

- a. Review changes suggested to 501(c)3:
  - Darcy will email revised Bylaws to SB for vote; then to Scott for GB vote.
- b. Budgetary input for Superintendent moving expenses and/or salary:
  - Table until Executive meeting.

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

- a. Update:
  - Positive feedback from Staff and parents
  - Parents want update from SLTF:
    - \* Update on SLTF once Superintendent/Principal is hired.
  - Discussed update on parent volunteer process.
- b. Public comment on **topics not on this agenda:** None

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

- a. Scholarship money:
  - LF requests \$1,000 of unused scholarship funds for a student who is short on tuition.
  - \* SB approved LF's request since the funds are in the budget, but require a scholarship application be submitted for the student.
- b. Status of new Superintendent/Principal hire:
  - Second interviews completed.
  - Recommendation for hire will be made during Executive meeting.
- c. Money amount for substitutes:
  - Subs are currently paid in gift cards valued at \$73.50.
  - LF proposes that gift cards be increased to \$80.00.
  - \* Decision will be left to the new Superintendent/Principal.
- d. Employee Handbook review to send to Personnel Committee
- e. Upcoming events: Grandparents Day - September 26th, Fall Break - October 7th - 11th

**\* His Kids (Director):**

- a. Parent Orientation and Nutrition Training:
  - 32 parents attended; earlier timeframe was a positive factor.
- b. Meal policy:
  - Discussed policy for more restrictive limitation on children's sugar intake.
  - \* Will keep current policy.
- c. Staff Handbook & Parent Handbook to send to Personnel Committee:
  - LA will make revisions and send to Bob Woods.
- d. Review General Policies & Procedures for HKP:
  - LA will make revisions and forward to DO.
  - DO will email document to SB for vote.
- e. Christmas Program for all children ministries:
  - Disregard info on original calendar:
    - \* Date/time change from Sunday, December 8th @ 4:00 p.m. to Friday, December 6th, 6:30 - 7:30 p.m.
- f. Upcoming events: Teacher training - October 11th; two 3-hour sessions ~ one in the a.m. and one in the p.m.

**\* New Business:**

- a. Pastor Johnathan requests that perimeter door be re-keyed to match the Kindergarten door.
  - DO will notify Pastor Johnathan that both schools will equally share the cost to re-key.

**\* Old Business:**

- a. Update on Superintendent/Principal process:
  - Discussed location of office for new Superintendent/Principal.
- b. Return/refund policy vote:
  - DO will make revisions and email to SB for vote.
- c. Computer maintenance:
  - LF will get update from Colleen on donated computer.
  - DO will check with Marcy on which computer company the church uses.

**\* Future Business:**

- a. Research & develop a policy concerning extended leave of absence for Staff
- b. Prospective tuition changes for 2020 - 2021
- c. Employee handbooks for legal review
- d. **Next School Board meeting:** Tuesday, October 15th @ 4:00 p.m. in the Fireside Room

**\* Motion to adjourn:** PJT motioned to adjourn the meeting and SH seconded. Motion passed. Meeting adjourned at 6:03 p.m.

**\* Executive Meeting:** 6:05 p.m.