

Olympic Christian School
Board Meeting Minutes—September 19, 2016

In attendance:

Board members: Ian Barclay, Mark Patton, Ed Kaetzel, Dan Hendrickson
Staff: Mrs Rudzinski, Mrs Oakes, Mrs Lake
Parents and others: Mr LaGrange, (Mr Barclay, Mrs Lake)

Scripture and Opening Prayer: Mark Patton

Mark opened with a prayer.

Finance Committee Report: Mark Patton

Enrollment has risen from approximately 55 to 76 students whom we feel confident are staying on. Mark has improved our budget spreadsheet from a “cumbersome system” to a streamlined, very functional and impressive spreadsheet that ought to make it much easier to track our budget and expenses in real time.

Principal's Report: Mrs Rudzinski

- School is starting off with a good vibe and overall things are going well.
- Back-to-school night: Turnout was excellent for back-to-school night.
- Safety and first aid training: We already had first aid training; all OCS teachers are first aid certified. Coming up soon will be our safety drills for earthquake and fire.
- PTF: The first PTF meeting will be this Wednesday. PTF participation has been low, so Mrs Rudzinski has been trying to simplify it and hopefully make it more appealing by dividing the year according to each event (Daddy-daughter Dance, Christmas tree sales, See's Candies, etc.), rather than have parents feel they have to commit to an entire year of intense involvement. Some parents signed up for these at back-to-school night, so we are optimistic this will get going again. We are still looking for a PTF coordinator.
- The middle school retreat at Camp David was good.

Approval of minutes:

The minutes from the previous board meeting were approved with a very minor amendment (concerning the approval of previous minutes) at the suggestion of Ed Kaetzel.

Officer Elections and Re-elections:

- Dan Hendrickson was re-elected OCS Board President.
- Ed Kaetzel was re-elected OCS Board Vice President and re-elected to a second three-year term on the board.
- Ian Barclay was elected secretary, having been nominated by Betsy Flodstrom.
- Mark Patton was elected treasurer.

Staff Report

Mrs Oakes reported that she had polled the other teachers during devotions this morning to find out how things were going. They say that parents and staff are all feeling generally very positive.

- Middle School: Mrs Swenson and Mrs Horton noted the retreat was a lot of fun and “the smoothest year ever.” Pastor Mike Van Proyen and Mitch Johnson were the speakers and

everyone was tuned in. It was a great success.

- 3rd, 4th and 5th grade: Mrs Gillespie and Mrs Novak reported students are getting adjusted to the new classroom format, and things are starting to go more smoothly.
- Some of the new parents have said they are already seeing a major positive difference at home in the attitudes of their children compared with prior educational experiences.
- Mrs Lake said she has noticed a sense of peace among parents who come into the Admin Center. Mrs Horton said things are “rockin’.” It was a very good report all around.

Curriculum committee: Mrs Rudzinski

Teachers are patiently awaiting more curriculum. More copies of materials had to be ordered when enrollment unexpectedly increased dramatically in the week before school started. These materials are now “trickling in.” Beyond that there are no significant changes in the curriculum. Teachers are getting to like the new math curriculum they had voted for last year.

Development Committee: Dan Hendrickson

Our next fundraiser is the annual giving letter, donations from which go directly to the school's general fund. (It should not be confused with the fund-a-need letter that goes out in spring, and is used to generate funds for tuition assistance.) Dan said he is seeking a volunteer to spearhead the annual giving letter, and also would like to add some more names to the spreadsheet of letter recipients. The letter must be posted around or immediately after Thanksgiving. He encouraged everyone to pray about it. Mrs Oakes asked how we obtained this list of people. Mrs Lake noted the list mostly consists of IBC members with a few others who were added later, and Mary at the IBC office has access to it. Dan stated that we ought to make an effort to get more names on the mailing list, starting with all the people who participated in the FOCS Golf Tournament.

FOCS Committee: Dan Hendrickson

Our net income from the golf tournament was \$18,175, making it very successful. He has assembled the FOCS Charity Golf Tournament Playbook, which he displayed for all to see. It contains pages on everything the FOCS golf committee needs to do, all contracts that need to be signed, media relations, letters thanking sponsors, and much more; in short, all necessary information pertaining to the management and planning of the golf tournament. Dan said there were now only four persons on the committee, in a tone of voice that suggested more members would be welcome, and noted this whole business now runs very smoothly. The playbook sets a protocol for how to do it all, in the event that someone else should take it over at a future time.

Infrastructure and Building Report: Ed Kaetzel

- **New Roof:** The main building now has a new roof, for which thanks were extended to Ron Hathaway. Ron did high quality work for the bid he gave us on a very challenging job. A couple of minor modifications were made, such as a few disused vents that were sealed over. Only three sheets of the roof appeared compromised and were replaced.
- **Fence:** A fence on the south and southeast boundaries of the property is in the works for this year.
- **New Flooring:** New flooring was installed in the main building hallway. Mrs Oakes mentioned that we get a lot of compliments on how nice it looks.
- **Computer Lab:** A previous issue with the library and computer lab has been properly attended to and these facilities are now in use again. Ed and Dan thanked numerous

people for their donations of time and materials to get this job done.

- **Painting:** Dan noted that painting the exterior of the main building is in the works for next year; in the meantime, the siding remains in excellent condition.

Parent input:

Mr LaGrange had two comments. First, concerning the giving letter, he said we should look at other churches instead of just focusing on IBC, and that the more people we get in on this, the better. All present agreed, and Dan encouraged him to pursue this at his own church, King's Way Foursquare Church. Mr LaGrange also reported that his church plans to hold a fundraiser for OCS probably around early November.

Second, he said he had a conversation with a first grade teacher in the public school, who told him one of the hardest things to make parents understand at the beginning of the school year is that they are going to be little monsters when they get home from school. This reflects favorably on OCS, given Mrs Oakes' prior comments about the positive change parents have noted in their kids' behavior coming from OCS.

Mr Barclay related that an anonymous parent is less than excited about the system of parent service hours as it currently exists, especially the part where they receive a bill in the mail for neglecting to fulfill them. He suggested we may wish to slightly modify this system to ensure parents know what they're getting into at the beginning of the school year. Mr LaGrange said it could be crafted in such a way that parents view it as more of a positive thing and an opportunity to serve. The broad consensus among those present was that it is important OCS maintains the parent service hours feature so that essential tasks may be completed, and to keep parents involved at OCS. Ed Kaetzel said that he has looked at a lot of Christian schools, and all of them have a system like this in some form. Mrs Oakes noted that if parents will volunteer for essential tasks, we are covering expenses that would otherwise need to be covered by increasing tuition. Dan Hendrickson suggested that Ian write up a brief statement about parent service hours, explaining why it is important to the school, for inclusion in the parent update. Ian agreed to do this. Mrs Oakes said she appreciates that a board member was fielding questions and bringing them forward. Mrs Rudzinski said it would be beneficial to communicate more regularly with parents to remind them of what serving opportunities they have.

Unfinished Business:

None.

New Business:

Ed Kaetzel said the Joy Project is something OCS ought to bring back. This was a public service project that ministers to people in the community.

Dan said he had already spoken with Ed about what kind of service project we can do. Ed informally accepted the role of "program manager of volunteer engagement" with Habitat for Humanity. Mrs Oakes noted that we can also get names of people in various churches who have specific needs they require assistance with. This is also good PR For the school. She also noted that the original founder of this program was Carol Peterson, who would be a great resource to assist us in starting this up again.

The meeting was adjourned at 7:43 pm. The next OCS board meeting is scheduled for October 17th, 2016.

Submitted 9/20/16 by Ian Barclay