

**Rock County Christian School
Board Meeting Minutes
August 4, 2005**

Present: Tim Befus, Keith Doering, Chris Davies, Brenda Thompson, Greg James,
Vicky DeRoos, Bob Cerniglia, Nicky Yoss
Absent: Shelly Cronin, Linda Hutson

The meeting was opened with a time of prayer.

Reports

1. Secretary Report

Approval of July 18, 2005 Minutes: **Motion to approve the minutes was passed.**
Motion to approve the Executive minutes was passed.

2. Administrator Report (handout)

a. Staffing Needs:

- 1) Bookkeeper/Accountant - 30 hours/week (likely to be filled this week)
- 2) Custodian for Elementary campus - 10 hours/week

b. Priorities for August:

- 1) Complete staff
- 2) Webpage - finish
- 3) Service project guidelines (for HS students)
- 4) Athletic handbook
- 5) Install intercom / phone system @ Beloit campus
- 6) Yearly Goals / Priorities worksheet

3. Finance Report

- a. The May 2005 statement was not done. It will be distributed at a later time.
- b. The June 30, 2005 was distributed. This is a year end statement.

Motion to approve the June 30, 2005 Financial Statement was passed.

Board Reports/Updates

1. Long Range Committee

2. Building Committee

An update on the new property was given (Executive Session).

3. Recruitment/Retention Committee

They are in the process of contacting families who are unsure about returning to RCCS this year.

4. Facilities Committee

The rental house A/C and heating has not been completed. This needs to be done soon and it was confirmed that the Facilities Committee has the authority to go ahead with it.

Discussion was raised about what authority the Facilities Committee has to make expenditures (such as for repairs). What needs to be approved by the Board?

This was tabled, and will be discussed when Board policies are reviewed.

5. Finance Committee

a. The Tuition Credit Program continues to be discussed.

Approval is needed to begin promoting these 3 areas:

- 1) Golf Marathon - 1/3 of collected sponsorship as a credit
- 2) Banquet - min. 10 tickets sold, \$100 credit; after 10 tickets, \$10 each
- 3) SCRIP program – ½ of the profit from purchases and sales

Motion to approve the stated tuition credits was approved.

b. Financial Aid

FFNA reports have been received and credits have been applied.

- 1) In the past, families have been allowed to appeal and the appeals were reviewed immediately.
- 2) Now, we are encouraging families to consider taking advantage of all of the tuition credits

available. Appeals will be considered later in the year. Rare circumstances may lead to immediate consideration (such as loss of employment).

6. Personnel Committee

Mr. Befus' contract was discussed (Executive Committee).

7. Education Committee

Concern was raised about the previous work on Scope and Sequence and how it relates to some of the new curriculum changes approved at the last Board meeting.

Mr. Doering will continue to work with this committee to make sure that these work together.

8. Development Committee

a. The 20th Anniversary celebration of RCCS will be worked into the Fall Banquet.

b. The next quarterly newsletter will go out in September and will also be sent to those on the updated cultivation list.

New Business

1. PTF Update (Parent/Teacher Fellowship)

Guidelines are being developed for the new PTF. The goal is to provide organization and to promote involvement in various activities of the school by the parents.

2. Committee Priorities

Mr. Befus gave out a "Priority Worksheet" to the Board (with examples).

A "Committee Priorities" sheet was distributed with goals from the committee which met last month.

Many of these focus on "working plans" for various areas. This is a first draft and will continue to be worked on.

3. Matthew 18 Principle Introduction

Next month we will spend time discussing this principle. A committee will also be developed to help determine how to implement this at RCCS. Mr. Befus, Mr. Doering, Bob Cerniglia, and Mr. Mulder all want to be a part of this committee.

We hope to have this committee meet before next month's Board meeting.

4. Dental Insurance

It is not fully understood how percentages of benefits for faculty and staff have been given.

This needs to be investigated ASAP.

Motion "to empower the Administrator and the Personnel Committee to systematize insurance benefits on a one year basis honoring the most beneficial contract" was approved.

5. Administrator's Authority

The authority of the Administrator to waive fees (building, curriculum, sports, music, etc.) was discussed.

In the past, some fees have been waived when needs were present. This does not seem to have been handled with any specific procedures or criteria.

It was not felt that core fees should be waived, but the Board does want to be open to helping when significant financial hardships are present.

A small advisory Council will be developed to assist Mr. Befus in analyzing situations.

Greg James, Bob Cerniglia, Shelly Cronin and Chris Davies will be on this Council.

The Finance Committee will work on the criteria for financial hardship cases.

This will be used by the advisory Council to make their decisions.

Mr. Befus has the authority to handle application fee needs on his own.

Next meeting: Tuesday, September 6, 6:30 pm, Beloit campus

Submitted by Greg James
RCCS Board Secretary