

Canyonside Christian School, Inc.
Board of Directors Meeting
PUBLIC Minutes

December 7, 2009

Individuals Present: Mark de Jong, William De Jong, Dan Kuka, Sandy Pittock, Bryan Slusher, Sarah Weg and Jamie Shetler.

1. **Opening Prayer**
2. **Reading and Approval of Minutes from the November BOD Meeting** – A motion was made to accept the November Board of Directors minutes. Motion Seconded and Carried (MSC).
3. **Parental and Community Concerns** - Parental and and/or community concerns were discussed with the Board.
4. **Committee Updates**
 - A. **Marketing Committee**

Sarah Weg reported that the Marketing Committee sent out its third issue of Crusaders Corner. Sarah stated that the Committee will be meeting in early January to discuss spring open houses for prospective families. These open houses will be scheduled in February, March, April, May and August. These open houses are designed as a marketing tool to attract new families in hope that they will enroll their children at CCS. The Committee is currently planning a CCS Spirit Week to be held the first week in February. The Committee will also discuss the rescheduling of the CCS fellowship event which was cancelled in November. Sarah will announce the date of the next Marketing Committee meeting soon.

Once again, the Board of Directors thanked Sarah and Sandy for their outstanding efforts in marketing CCS.
 - B. **PTF Committee**

Jamie Shetler reported that Renee De Jong and Tammi Flikkema have been working diligently on PTF related issues. Arrangements have been made with Room Parents to ensure that teachers receive classroom gifts. PTF shirt and promotional items, recently ordered will be available by December 15th. PTF also agreed to provide coffee during the morning of December 18th for all staff and faculty members.
 - C. **Auction Committee**

Auction Committee members Susie Millenkamp and Sharon Bettencourt stated that the Auction Committee would be meeting sometime in early January to discuss auction

planning and to set a date. Anyone interested in assisting with the 2010 CCS Auction, please contact Susie Millenkamp or Sharon Bettencourt. The date of the first auction committee meeting will be communicated to all CCS families.

5. **Fundraiser Updates**

A. **Jog-a-thon Recap**

The Jog-a-thon was held on September 30, 2009 at the Jerome Recreation Center. Monies continue to trickle in from this fundraiser. The Jog-a-thon totals are now nearing \$31,500. Praise the Lord!!

B. **Believing in Miracles III Campaign** – The Believing in Miracles III fundraiser has begun. Letters were sent out to numerous businesses. Letters will be sent out to all CCS families on Tuesday, December 8, 2009.

C. **Fundraiser Planning and Review** – A meeting will be scheduled to discuss the Jog-a-thon for the 2010 school year. Jamie Shetler will facilitate this meeting.

6. **Administrator Updates** – Mr. Kuka provided the BOD with an update on school related matters. His update included information related to recent school activities, current enrollment figures, facility maintenance updates, CCS staff updates, curriculum updates and school planning. A copy of the administrator report can be obtained by contacting Mr. Kuka.

7. **CCS Curriculum Updates**

A. **Technology** - Mr. Kuka stated that he has ordered new software packages and has added RAM to several of the school computers. Mr. Kuka stated that the goal is to ensure that the upper grades (3rd, 4th and 5th) have at least 3 computers in each classroom and that all other classrooms have a minimum of two functioning computers. Ms. LeAnna is currently following state standards as they pertain to technology. The BOD asked Mr. Kuka to provide the upper grades with a “technology” project in which they would integrate their current curriculum into a technology application. This project would then be showcased at a CCS event in the future (perhaps, Grandparents Day, etc). Mr. Kuka agreed to arrange such projects and have Ms. LeAnna work on them with the upper grades. Mr. Kuka will update families as to how CCS is integrating technology into each of the elementary grades.

B. **Chapel** – The BOD has asked Mr. Kuka to provide a curriculum and monthly theme for Chapel. Information will be provided to parents regarding chapel themes, related memory verses, scripture, etc. This will be done in Mr. Kuka’s e-mails to all CCS families.

C. **Music** – Mr. Kuka stated that all classes are preparing for the 2009 Christmas Music Program, to be held at JHS this Thursday, December 10th at 7:00 p.m.

D. **Special Event Days** - A technology showcase was discussed, as well as the possibility of a Science Fair. Mr. Kuka stated that the school would be holding a Red Ribbon Week beginning January 11th, 2010. Mr. Kuka will keep the BOD apprised of what special event curriculum days he and the staff would like to pursue.

8. **Men's Ministry** – The BOD discussed the Men's Ministry presented by Mr. Kohler. The BOD is asking that Mr. Kohler assume all liability and provide the BOD with a copy of his insurance policy. The BOD will need to approve Mr. Kohler's flyer prior to it being sent out to CCS families. Mr. Kuka agreed to be in attendance at these activities which will be scheduled one time per month.
9. **CCS Donated Bibles** – Susie Millenkamp's parents donated bibles to be dispersed to CCS families who do not have Bibles or to anyone who would like a Bible. The BOD asked Sandy Pittock to send a thank you to Sandy deJong and her family. The Board expressed their gratitude toward the deJong family.

EXECUTIVE SESSION

10. **Staff and Personnel Updates** – Staff and personnel updates were discussed.
11. **Evaluation Procedures** – Mr. Kuka stated that formal teacher evaluations will resume in January. Mr. Kuka will discuss his observations with the Board.
12. **Financial Update** – Mr. Kuka provided the BOD with information regarding CCS's current financial state. Booklets were provided to BOD members and all spending and family accounts were reviewed.
13. **Next Meeting** – The next BOD meeting is scheduled for Monday, January 4, 2009 at 4:00 p.m. in the CCS Library.
14. **Closing Prayer**