



June 16, 2025
CENTRAL LUTHERAN SCHOOL
Board of Directors Meeting

Our mission: Providing students with a quality education built on a firm Christian foundation, so they grow in the knowledge of Jesus as their Savior and become loving servants to others.

The meeting began with Greg Silhanek leading the Board in a devotion.

Call To Order

With a quorum of board members present, the regular meeting of the Board was called to order by Vice President, Dawn Embretson. Roll call was as follows:

Board Members			
<u>Name</u>	<u>Roll</u>	<u>Name</u>	<u>Roll</u>
Dawn Embretson	Present	Nick Hach	Absent
Heidi Williams	Present	Jeremy Chihak	Present
Kristin Stien	Present	Jake Roetman	Present
Greg Silhanek	Present	Abbey Neve	Absent
Alex Ruwe	Present		
Others in Attendance			
<u>Name</u>			
Frank Parris		Abbie Rathje	
Pastor Schulz		Pastor Woltemath	

Minutes from Previous Meeting

MOTION was made by Jake Roetman to accept the minutes from the May 19, 2025 regular meeting minutes. Jeremy Chihak seconded the motion. Motion carried.

Financial Reports Abbie to meet with Vista to better understand program and reporting. Discussion was had around board members to share all information with Church Councils for January and July meetings.

MOTION was made by Jake Roetman to accept the financial reports for May 31, 2025. Jeremy Chihak seconded the motion. Motion carried.

Shalan Knapke is planning to register for Colloquy and is inquiring best way to cover costs. Her church is offering a scholarship. C-14 policy states that the board will reimburse half of tuition upon completion of continuing education.

Committee Reports

Principal's Report /Admissions Director Report – One more student to enroll. 25-26 enrollment is currently at 195. No families owe registration, tuition or lunches. A number of families owe for KFJ. Social Studies is up for review on curriculum. Individual Professional Development Plans have been performed with each staff member. Long range planning focus for NLSA has been bumped to 25-26 school year.

Policy Committee – Second reading of C-2 and C-7 was had. **MOTION was made by Jake Roetman to approve the second readings of C2 and C7 policies as presented. Heidi Williams seconded the motion. Motion carried.** Combination of C-1 and C-6 was read. Proposal was to add C-6 onto the end of C-1 so all absences are in one spot and changing the wording from cooks to support staff, define support staff and other job roles, as well as the benefits associated with each role (PTO, health/retirement benefits, etc).

C-11 to change 3 year old and four year old preschool to a class size of 20 and adding the limit to the chart. New caps for class sizes will start for the 26-27 school year. Any classes before that will be grandfathered into that class.

Facility Committee – TV is in the conference room. Smart board is now in the band room. Bleachers will be worked on at the end of June or early July.

Athletic Committee – Discussed athletics fund. Concessions and banners are the current fundraisers. Abbie to ask a donor to special funds if it can go towards athletics.

Marketing/Enrollment Committee – Summer parades are coming up. Looking to start an ambassador program to welcome new students and families to the school and pair them up with a current school family. Katie will help facilitate this. Prayer requests to keep sharing the word about our school.

Technology Committee – Waiting for the camera for the conference room to go under the TV. Money was donated for a camera for the gym. Continuing to research correct cameras. Jake is currently pursuing this and an iPad to pair with it.

Endowment Committee – No report.

Long Range Planning – Executive committee to meet to put this into the plan, add priority list, committee designation and budget for each item. Looking to solidify a plan for the committee.

- Early childhood center, daycare for children from 3 to 5 years old
- Full day preschool program
- Student Center Sound System
- Outside Digital Sign
- LED Lights in classrooms and gym
- Updating bleachers
- Parking Lot-paving the remainder of the lot and potentially extending the gravel to the fence.
- Building Expansion

Old Business

A. Staffing update – Melissa accepted contract for 4th grade teacher.

a. Daughter will attend 2nd grade at Central.

B. Budget for 2025-2026 School Year- Increased the Equipment lease/copier budget amount. Professional development was increased to reflect policy of tuition reimbursement. Finalizing LFS School Counselor contract. Requesting the facilities committee to give estimates to formulate proper amount for the Building Maintenance Fund. Suggestion was made that each fund has line items with specific dollar amounts needed for long range planning and building maintenance fund.

a. Approval of contracts for CLS Staff (kitchen, aides, secretary, KFJ, 3rd & 4th grade teachers)

b. Teacher aide-full time or part time-Discussion was has on which grades will have full-time and part-time aides. A literacy coach and staff benefits were also discussed.

MOTION was made by Jake Roetman to approve the 25-26 school year budget as presented. Jeremy Chihak seconded the motion. Motion carried.

C. Constitution Review Committee Report-

Article II-needs to be updated from elementary to PreK-8th grade.

Article IV, section 2-eliminate the part of a 5 year phase to fully implement the board

Article V, section 3-changing “He” to “the chairman”.

Section 4-suggestion was made to eliminate “the vice-chairman will regularly attend meetings of the Benton Community School Board in order to promote better communication between the Boards.”

Section 5.E-changing wording to be more clear of what correspondences are needed.

Section 6-removing A and adding that they will oversee the jobs of the financial manager. Adding 'ensuring audit is performed', 'budget', 'preparation of called/contracted salaries', 'handle investments of endowment fund'. Financial manager job description to be in policy rather than the constitution. The remainder of the constitution will be reviewed at the next meeting.

D. Work plan for completing items on white board- reviewed and assigned tasks.

E. Forever Central Dinner, April 11- Chair: Lauren Ransom

New Business

A. School Safety Grant- Fence, locks on gates (Alex, Jeremy, Greg, Frank) discussion and decision by Board to start without locks on the gates.

B. Playground Committee update on finishing playground – Ordered extra equipment, benches, handicapped accessible ramp, etc. Order will arrive in early fall. Central will be responsible for the installation.

MOTION was made by Greg Silhanek to adjourn the meeting. Dawn Embretson seconded the motion. Motion carried.

Next regular meeting July 21, 2025 @ 6:00PM.
The meeting was closed with the Lord's Prayer.

Respectfully submitted,
Kristin Stien, Secretary 2025