

MLCS Board Meeting Minutes – January 21, 2025



Board Members present

Justin Myers, Will Sarkisian, Jim Harvey, Kristie Laxague. Megan Lee & Jason Podesta are candidates for the Board.

Others present

Stephanie Torok, Annie Stayer, Jessica Cole, Crystal Wolf, Donnie Wright, Kim Hartsell, Karen and Michael McDaniel, AnnaMarie Cover, Cameron McClean, Amber Karpus, Aleja Oliva, Denise Peck

Justin called the meeting to order at 4:34pm and Jim opened with prayer.

Approval of Minutes

December Minutes: Justin opened a motion. Kristie motioned to approve. Jim second, all in favor and approved.

Public Comment

None

Reports

Administrator Report

Stephanie Torok reporting:

The weather has been so beautiful! Our Inservice day went great. We had a big discussion about Jubilee. Each teacher is expected to volunteer and be an area leader. Donnie will be the BBQ leader. The live document for parents to sign up will be sent out tomorrow. We left our volunteers/parents in their same slots as last year and are asking them to add their phone number to confirm that they are staying in that area for this year. We have started out the new year with our January theme being “Welcoming Others”. We want to be intentional in teaching our children to love each other well both in the classroom and on the playground. We really do have such wonderful kids, and they are good to each other. They show love and show true friendship. Sportsmanship nomination forms are in the office for our staff to fill out and nominate students. The business office, preschool, Stephanie and Jim met to go over the 6-month financial review. The details from that meeting will be given to the board and review during closed session tonight. Chris Buck, Stephanie, Jim, the business office and Kim Hartsell got together to have a meeting to discuss the 60-year anniversary Gala and Golf event coming up in the spring. They are working on reaching out to alumni and key supporters. A committee has been formed to revise the disciplinary policy. They will meet three times. Donnie, Stephanie, Will Sarkisian, Karen McDaniel, Kim Hartsell, Chris Parish and two of our parents will serve on that committee.



PTF Report

Nothing to report

Preschool Report

Crystal Wolf reporting:

Crystal is so impressed by how clean our campus is. The preschool Christmas concert went great, the chapel was packed! Parents have paid their January tuition payment before the due date. The option to pay online has made it extremely convenient for parents. Crystal emailed the board her proposal for the revised Preschool Handbook. Crystal would like to have the handbook approved and ready to be sent out to parents by April/May. Preschool will be getting a replacement sink for one of their rooms.

Financial Report

Jessica Cole reporting:

Beth, Jesssica and Shelli have been working on a 6-month year to date budget, July 1, 2024 - December 31, 2024 to see where we are. She's happy to report that we are slightly under budget & we're on target to meet our end-of-year projections. Everything is balanced perfectly. We have budgeted our contributions for the year at about \$20,000 and have exceeded that. We are very blessed by those donations. Shelli, Beth, and Jessica will all remain part time in the business office until Shelli retires at the end of the fiscal year. Jessica is being trained to fill the second business office position. At the February finance meeting, they will discuss DC funds and fundraising.

Teacher Report

Amber Karpus reporting:

Teachers and staff are doing well. Welcoming others & sportsmanship themes are being implemented in class. We're gearing up for Jubilee!

Facilities and Projects

Donnie Wright reporting:

The floors in the cafeteria and the kitchen are done & beautiful! Matt was able to give the kitchen walls a fresh coat of paint. Keith Baier donated his time and all the materials to refinish the wood floors. Thank you! The diesel tank was cleaned out. There is a chemical agent that we're supposed to be putting in it every time it gets filled, to help keep it clean. Isaac will get the bill to us soon. The boys urinal will be fixed this week and will be roughly \$100. The water heater temperature in the kitchen is not up to code, we will be getting a new electric tank. The cost that we are saving for the urinal project will go to the water heater. We need to get the electronics connected for the generator to be complete, along with a propane fuel source. Donnie, Matt and Steve will dig the trench. JS West will install the tank. This can all be finished in a day. Our list is slowly getting smaller. The building by the preschool that was previously used as the "sick room", will be converted into preschool bathrooms. This will add two more toilets for them and will be coming out of preschool 2022 jog-a-thon funds. Donnie gave the Board an updated spreadsheet. Summer projects: finishing band room, updating downstairs girls bathroom, office bathroom repair, paint & carpet in some classrooms, bark, new preschool bathrooms & 8th grade classroom windows. We haven't heard back from the Grant; we're hoping we do soon. Donnie has a link where he can check the status.



Old Business

Strategic Plan

We are still seeking individuals with skills to help update the strategic plan with vision for MLCS for the next 5+ years. We are looking for a team of people that have a heart and a vision for our school.

Board Member Search

Ongoing and any recommendation or interested individuals are encouraged to reach out to any Board Member.

60th Anniversary

The classes have been discussing what they plan on doing for the celebration. Chris is working on the golf tournament. We're working on getting the website updated with all the information. People will be able to register for the golf tournament and donate on our website too. We are still brainstorming to figure out what the celebration at the school would look like. The dinner portion won't be possible for this first year. We are hoping that next year it will be a go.

Schoolwide survey

The survey was open for 5 weeks. 45 people responded, and there was really good feedback. During closed session tonight the board will review all of the feedback.

New Business

Ryan's resignation was effective on December 10, 2024, he served on the board for six years. Thank you, Ryan, for your six years of service, serving the board, your dedication and hard work with facilities alongside Donnie.

The board has recognized that there are some inconsistencies in our discipline policy. There will be a committee that will be helping with our discipline policy revision. They're looking forward to this update. We will implement it before the next school year. Parents will be able to see it before the board approves and adopts it.

Starting this month, the board really wants to have the staff focus on three intentional areas to improve student relationships on campus. We should be held to a higher standard as a Christian school. We want to promote, encourage and implement strong relationships between students. We'll be working on inclusiveness, choosing our words carefully and teaching conflict resolution skills. Our goal is to be more intentional with teaching this on a regular basis, and years to come.

The meeting ended at 5:45pm.

Next meeting is February 11, 2025 at 4:30pm in the Chapel.

-Closed session