

LIFE! Lutheran School  
LIFE! Delegate Assembly meeting  
Tuesday, February 8, 2011, 7:00 pm

**MINUTES**

LIFE!'s Mission Statement:

*"LIFE! Lutheran School serves families by providing a quality Christian education for their children to help prepare them for life and for joyfully sharing the love of Jesus Christ."*

Members present: Todd Baker, Andrene Everson, Stan Oberst, George Walker, Paula Walker

Staff present: Alan Lewis, Erika Way

1.0 CALL TO ORDER – 7:00 pm (Todd)

2.0 OPENING DEVOTION/PRAYER – Paula

3.0 CONSENT ITEMS - ACCEPTED

3.1 January 11, 2011 Minutes

3.2 Finance Report through January 31, 2011 (*attached to these minutes*)

4.0 PRINCIPAL'S REPORT – Alan Lewis

\* **GRADES 3/4/5 REPORT.** Alan welcomed Erika Way, our 1<sup>st</sup> and 2<sup>nd</sup> grade teacher. Erika has been teaching at LIFE! for 3 ½ years. She is a member at Pleasant Hill Lutheran and has lived in Pleasant Hill for five years with her husband and children. She attended Seattle Pacific University for two years and competed in women's gymnastics, then transferred to Western Oregon University and then finished her degree at Linfield College.

-She has a small class of nine students this year. Having several "needy" students, the small size is helpful so she can provide more one-on-one teaching with them.

-In social studies they are studying early American history.

- In science they are learning about magnets.

-Reading is going well; all students are making progress at their own rate and are feeling accomplished.

-Math is challenging so is pushing the students and keeping them interested and engaged.

-She does exchange teaching with Elizabeth Allen in PE (Erika) and music (Elizabeth).

-She has two part-time volunteers in her classroom for reading: Shar Heinz and Rodney Jensen. They are very much appreciated.

-When asked how the school board could "make her life easier", she said she **needs a computer in the classroom** and would appreciate **some volunteer help for breaks during recesses.**

Erika expressed her love for LIFE! School and feels appreciated and supported by her class parents. The Board shared its appreciation for her dedication and hard work.

\* **ENROLLMENT as of 02/08/2011 is down to 40.** Arla Mae has been out sick, so Alan did not have an updated enrollment class breakdown report. It appears to be: Pre-3: 6; Pre-4: 6; Kindergarten: 6; 1<sup>st</sup> & 2<sup>nd</sup> grades: 9; 3<sup>rd</sup>/4<sup>th</sup>/5<sup>th</sup> grades: 9; 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> grades: 4. We may enroll a new 4<sup>th</sup> grader soon.

\* **22<sup>nd</sup> ANNUAL L.E.S.T. CHILI COOKOFF RECAP.** Our net profit this year was \$799.16, which is very good considering the school's smaller size this school year.

\* **ALL-SCHOOL PE FIELD TRIP TO NATIONAL ACADEMY OF GYMNASTICS** on January 27. Darrel Rothauge is dedicated to coordinating these monthly activities and is very much appreciated. The students enjoyed this activity and had the opportunity to try out some of the equipment at the academy.

\* **CURRICULUM MAPPING continues with the science curriculum** to be sure teaching is not redundant from level to level, but is also covered comprehensively as related to the next level. This is a very time-consuming task. In addition to science, the staff hopes to cover as many of the other core subjects as possible this school year.

\* **END OF SECOND QUARTER: January 20.** Report cards were sent home yesterday.

\* **FAMILY CONNECTIONS/PARENT TEACHER LEAGUE (PTL)** on February 1 was a pizza night. The kids then watched the movie "Toy Story 3" while the adults brainstormed fund-raising ideas for the school. PTL Treasurer Rob Wiesert submitted a check to the school's general fund from the Christmas wreath sale. The check has not yet been posted.

\* **OUR PRESCHOOL AND KINDERGARTEN STUDENTS VISITED THE PRESCHOOL/KINDERGARTEN AT MESSIAH ON FEBRUARY 7.** They played games, sang, and snacked together. It was a fun way to begin some interaction with Messiah's school ministry. In the spring Messiah's children will visit at LIFE. Hopefully this will lead to some families there enrolling their children at LIFE for 1<sup>st</sup> grade.

\* **GRACE LAY MINISTRY BOARD CHAIR, JOHN STOECKER** asked that the school board formally inform him of the school's configuration for next year once that is determined.

Andrene asked if any families with tuition payments in arrears have been turned over to collections. Alan said he has not submitted anyone to collections yet. One family traditionally pays once a year with its tax refund; several families are only owing for lunches and child care. He will address these situations.

[The officers signed the bank's new signature card, removing Janeen Oien as a signer.]

## 5.0 BOARD BUSINESS

### 5.1 Planning for 2011-12

**AD HOC TASK FORCE, re: School Configuration Input, met on January 24<sup>th</sup>.** The group was smaller than hoped for, but included Reuben Leapaldt, Shar Heinz, George Walker and Andrene Everson. Thoughts expressed at the meeting: \*Some concerns regarding the Brenner funds being depleted for school operation costs. It was suggested the remainder be set aside for building or capital improvements. \*The school needs a vision, a plan, so we are not working "year to year". The vision must be shared and worked toward by the board, staff, and the Association congregations. \*The facility is a hindrance—upgrading or moving to another location would be a good thing. \*What is the real goal of LIFE!? Realizing our strengths, our Christian values in the community. **The Task Force looked at several possible scenarios for classroom configuration for 2011-12, but made no formal recommendation. Consensus was to cut back to preschool through grade 5,** eliminating our middle school (6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> grades) until enrollment can subsidize the cost of that classroom. [It was explained to the Task Force that any scenario will deplete our reserves; more funding sources must be found.] They discussed many variables with different scenarios. Consensus was to keep the school operational at some level. The Task Force members (Reuben and Shar) are both school educators and feel our focus must be on measurable goals and the plans to attain those goals.

Our options are to cut grades, increase enrollment, raise tuition, receive more congregational support. The school should be a ministry, but the Association congregations currently do not truly support the ministry on a financial level. The vision would be that tuition be covered only partially by parents and the Association churches cover the rest. At the enrollment we currently have, the cost is \$8,500 per student to operate the school. Currently full tuition is only \$3,750. If we had 96 full tuition students, the budget would be covered without even relying on fund raisers, so 70-90 students would be realistic and workable. The vision for the school has to come from the Association churches; their vested involvement and support is critical.

Alan received the packet from Dave Meyer at Concordia Lutheran, Seattle, regarding information and details about the school's "multi-age" program. It is "ability grouping". The philosophy is to drop the grade level labels. Typically there is some peer teaching. Concordia's costs are decreasing, but they are still operating in a deficit budget. Staffing details (numbers and levels) were not indicated. It is a novel approach (not a new one), different from public schools and generally attractive to parents. Alan does not believe we would gain much from making such a change. LIFE! already does some "ability grouping" with advanced students and those who need extra help.

Child care is operating "in the black" so far this year. That is a good trend.

A question was posed: Would the other Lutheran churches in the area (outside the Association) be open to contributing toward the school's budget?

An idea was shared: Seek "In Kind" contributions from the congregations. If they cannot contribute financially, could they "contribute people". Is such a program manageable? Possibly in areas such as day care aids, milk & lunch program "accounting", school cooks -- much like it was in the early years of the school.

#### 5.6 **High points.**

1. **22<sup>nd</sup> Annual Chili Cook-off last month** was a big success. \$799 was raised to send our middle school students to LEST next week in Portland! Thank you to everyone who entered the chili contest or attended the event.
2. Every month the staff plans an all-school PE field trip. **In January the school visited the National Academy of Gymnastics in Springfield.** Special thanks to our middle school teacher, Darrel Rothauge for the event coordinating, and the staff's commitment to keeping our students physically active.
3. **PTL/Family Connections in February was a pizza night. The kids then watched the movie "Toy Story 3" while the adults brainstormed fund-raising ideas for the school.**
4. **Our preschool and kindergarten students visited the preschool/kindergarten at Messiah on February 7.** They played games, sang, and snacked together. It was a fun way to begin some interaction with Messiah's school ministry. In the spring Messiah's children will visit at LIFE. Hopefully this will lead to some families there enrolling their children at LIFE for 1<sup>st</sup> grade.

The meeting was adjourned at 9:30 pm.

#### 6.0 CLOSING PRAYER – Paula

Our next meeting is scheduled for Tuesday, March 8, 2011, 7:00 pm. Signed up for opening devotion & prayers at that meeting is Andrene Everson.

Submitted by,  
Paula Walker, Secretary  
02/21/2011

**LIFE! Lutheran School Delegate Assembly  
Finance Report  
as of January 31, 2011**

For year-to-date actual versus budgeted income, see page 2.

For year-to-date actual versus budgeted expenses and tuition discounts, see page 4.

For January 2011 balance sheet (accrual basis), see page 7.

For January 2011 profit-and-loss statement (accrual basis), see page 9.

Recap

- In my absence, Secretary Paula Walker was kind enough to coordinate with former Treasurer Tammy Smith to sign a form transferring the State Farm CD funds to our Thrivent account upon maturity of the CD (February 12). Tammy was the only signer on the CD account.
- For signature tonight, I have a new signature card for our Thrivent account that removes Janeen Oien as a signer. The new signers will be Todd Baker (President), Paula Walker (Secretary), and Andrene Everson (Treasurer). (There will be no signing Vice President as that position is currently vacant.)
- On January 24, the 2011 planning task force constituted last month met; results to be presented at this meeting.

Year to Date Total Income/Expenses Summary (as of January 31)

Operating Income

Tuition/fees received to date, after discounts <sup>(1)</sup>	\$48,759.02
Other general income received to date	\$29,359.82
Child care income	\$26,950.83
<u>Brenner funds (July, October, November)</u>	<u>\$114,279.25</u>
 TOTAL INCOME TO DATE	 \$219,348.92

<sup>1</sup>Total tuition discounts to date: \$24,716.33

Operating Expenses

General school expenses	\$168,033.78
<u>Child care program</u>	<u>\$23,984.43</u>
TOTAL EXPENSES TO DATE	\$192,018.21

Net to date for entire school (income less expenses) = \$27,330.71

Net to date for child care program (income less expenses): \$2,966.40

- Status of reserves:

Thrivent money market account	\$44,456.91
State Farm CD (matures Feb. 2011)	about <u>\$55,000.00</u>
	\$99,456.91

Respectfully submitted,

Andrene C. Everson, Treasurer