10-April-2023

FCCS Board Meeting Minutes

The meeting was called to order at 5:37 by President Hannah Heaton.

Britney Dillon opened the meeting in prayer.

Present were Dave Zeigler, Dave Guikema, Emilie Kaman, Hannah Heaton, Britney Dillon, and Heather DeKorte. Also present was administrator Amy Bell.

There were no guests present.

OPEN FORUM

The following reports were given:

* PTO – 1) Emilie Kaman shared an email received from Tiffany Summers, who was sharing information about potential fundraising activity through VanAndel Arena. 2) The can drive is scheduled for May. 3) The Cheesecake Factory fundraiser is finished, and we will need help dispersing the merchandise. 4) We will look at having a spring cleaning day. 5) Teacher Appreciation week is coming up. Emilie Kaman will reach out to see if we can get some “room parents” to take on coordinating things for each room. 6) Auction – donations are still coming in. There will be a Chick-Fil-A food truck for food. There are still multiple questions about the gun raffle.
* Property – 1) The new lights are up and functional. 2) The parking lot holes will be getting fixed as soon as the weather turns. 3) Telson Jones painted the stairway and ceiling up to the Art Loft. The door still needs hung over the access hole in the wall.

EXECUTIVE SESSION

The 13-March-2023 FCCS Board meeting minutes were submitted for approval. Heather DeKorte made a motion to approve the minutes. Dave Guikema seconded the motion. The motion passed.

* Amy Bell presented the Administrator’s Report. 1) **Praises –** March is Reading Month went very well, and the Scholastic Book Fair was a huge success. The Read & Feed also went extremely well. 2) **Admissions –** Amy Bell is still receiving lots of inquiries for the 23/24 school year. News of our school is being passed word-of-mouth throughout the community. We are currently at 117 students. 3) **Staffing –** Amy Bell has posted our open positions; there has only been one applicant, and Bell does not believe they are the right person for the job. 4) **Building/Grounds –** There are still some things that need work over the summer in the teachers’ lounge and the Art Loft. 5) **Finance –** The financial report was received for filing. Amy Bell is still working on the Employee Retention Credit situation, and is of the opinion we need to look for a new CPA who is interested in assisting us further. 6) **Library –** Amy Bell has prepared an “opt-out” form for parents to submit if they don’t want their children to read any specific material in the library.

At 7:07, Heather DeKorte made a motion to move to closed session. The motion was seconded by Britney Dillon. Motion passed.

At 8:20, Dave Guikema made a motion to return to open session. The motion was seconded by Emilie Kaman. Motion passed.

Amy Bell will be checking with Lakewood Builders for a status update on next steps, and the information from the surveys they conducted in February.

Amy Bell has completed the paperwork to get FCCS into the federal eRate program, which gives the school more cost-effective, discounted internet rates.

Hannah Heaton will check on board member term dates that were announced at the May 2022 association meeting that ran before the awards ceremony.

At 8:40, Heather DeKorte made a motion to adjourn the meeting. The motion was seconded by Dave Zeigler.

Respectfully submitted,

Britney Dillon, secretary