

# Grace Lutheran Church Council Meeting Minutes

Tuesday, April 20, 2021

7:00 pm, Zoom



Elders Present: Bob Eggink, John Galli, Marlin Golnitz, Brian Hauptmann, Eric Johnsen, Christine McGraw, Carole Ryan, Jon Timmons, Pastor Chris Tweitmann

Elders Absent:

Staff Present: Betty Wardle, Drew Williams

Staff Absent: Pastor Marv Combs, Darin Zylstra

## I. Call to Order and Opening Prayer

- a) The meeting was called to order at 7:05pm by President, Marlin Golnitz
- b) Prayer requests were taken.
- c) Dew Williams gave the opening prayer.

## II. Council Consent Agenda

- a) Minutes of the March 23, 2021 council meeting was previously approved via email.
- b) Pastoral care report and report of baptisms, weddings, memorial services and membership changes were presented.
- c) Capital Campaign projects update – bids are being received for sanctuary restrooms and Family Room and Hope Hall exterior repairs.
- d) Drew Williams Ordination has been scheduled for May 16 at 12:00pm.

**Motion was made to approve and accept the Consent Agenda.**

**Motion was seconded.**

**Motion was approved.**

## III. School Update

### a) School Financial Report

Christine McGraw presented a written treasurer's report for March for the school. (attached)  
Income and fund balances are both higher this month.

- Income continues to look good.
- Preschool is also experiencing growth.

**Motion was made to accept the Treasurer's report for the school.**

**Motion was seconded.**

**Motion was approved.**

### b) Principal's report

Darin Zylstra sent a written report. (attached)

Highlights:

- Enrollment for next year is very good.
- Curriculum fees are due May 3. At that time, the school will have a better idea if any students will be dropping.
- WASC visit has been moved to 3/2022
- Language arts curriculum has been purchased with a donation from a school family.
- 8<sup>th</sup> grade graduation will be at the church. Everyone will be socially distant with masks.
- Kindergarten promotion will be in the multi-purpose room at the school, also socially distanced with masks.

#### c) Ocean View District Update

- Christine McGraw followed up with the district regarding the lease for next year. The superintendent's assistant said that they had been busy getting students back into the classroom but would be reviewing all their leasing partners this week.
- Question asked – How did we move so quickly from moving back to the church to negotiating a new lease?
  - When requesting a rent reduction for the last year of our current lease, the district asked us to instead negotiate a new lease with them. This would be 5 years with an option for 5 additional years. This lease would have a sliding scale for rent based on number of students.
  - The church campus is the fallback if an acceptable lease cannot be negotiated.
  - The school continues to look at marketing to keep a larger student population.

**Motion was made to accept the Principals Report and Ocean View Update.**

**Motion was seconded.**

**Motion was approved.**

#### IV. Care Connections Update

##### a) Care Connections Financial Report

Christine McGraw presented a written treasurer's report for March for Care Connections (attached).

- Care Connections portion of the PPP loan funds were transferred to Care Connections, putting them back in the black.
- Mary Taylor's salary is currently the only expense.

**Motion was made to accept the Treasurer's report for Care Connections.**

**Motion was seconded.**

**Motion was approved.**

##### b) Update from Care Connections Board President

- Marlin Golnitz shared an update from Care Connections board president.
- Care Connections will re-open May 3, beginning with 2 days per week.
- Seven daily clients are needed to cover expenses.
- More days will be added in the fall.
- All staff and clients are required to be vaccinated, with the exception of Mary Taylor, who is pregnant.
- Pastor Lisa of Redeemer Lutheran in Seal Beach is interested in reopening the Care Connections location at her church.

**Motion was made to accept the Care Connections Board President's report.**

**Motion was seconded.**

**Motion was approved.**

#### V. Church Update

##### a) Church Financial Report

Christine McGraw presented a written treasurer's report for March for the church (attached).

- The March income amount includes \$47,000 from the PPP loan.
- The church is still in great financial shape.
- The Foundation balance is up almost \$48,000 in the last few months.

- Council requested that a list of payments from the Capital Campaign expense account be included in the treasurer's report.

**Motion was made to accept the Treasurer's report for the church.**

**Motion was seconded.**

**Motion was approved.**

## **VI. Revised Covid Policy**

a) Pastor Chris discussed written recommendations for a revised covid policy.

- Nursery reopening will be added to the recommendations.
- Pastor Chris will announce the need for volunteers. We need increased volunteers to reopen some things, coffee for example.
- Playground to be cleaned prior to reopening.
- Ushers will be brought into the conversation.
- Hope Hall will continue to be used for overflow and for families with young children who wish to watch the service from there.

**Motion was made to approve the Revised Covid Policy with the noted changes.**

**Motion was seconded.**

**Motion was approved.**

## **VII. Elder Nominations**

- We have 3 candidates to fill 3 positions, Joyce Eggleston, Gary St. Clair and Rocky Allen.
- Interviews with the candidates will be finished this Sunday and recommendations will be given to the council.
- Brian Hauptmann will stay 1 year to fill Valerie Wiegman's spot. This will be by appointment.

## **III. Missions Report**

a) John Galli met with the Missions committee and Victoria Giaconi, who is serving as a missionary with Overland Missions.

- The committee discussed whether to consider her as a missionary being supported by Grace.
- Although there were differing opinions on the committee, they were not about her abilities or presentation. All were impressed with her.
- She needs \$500 per month. That is more than we are currently giving to our missionaries.
- Committee agreed to fund her with a lump-sum amount rather than a long-term commitment. Committee suggested \$3,500.
- There are committee members who want to support only Lutheran missionaries. It was noted that that is not Grace's policy and is not an acceptable criterion.
- Council recommended a one-time gift of \$5,000.

**Motion was made to support Victoria Giaconi with a one-time gift of \$5,000 to be paid from the Missions reserve account.**

**Motion was seconded.**

**Motion was approved.**

## **IX. Budget Update**

a) Council reviewed a proposed budget for 2021-2022.

- Elders and staff are asked to send their input to Betty Wardle to make changes to this budget.
- Council will hold a special meeting on Tuesday May 4<sup>th</sup> to complete work on the budget.
- Notes for budget:
  - Continue to pay additional principal on the mortgage.
  - Show mortgage principal on budget worksheet.
  - Change name of salary line item on budget – it is a combination of all salaries.
  - Consider a campus improvement reserve line item. Discuss holding money in reserve.
  - Regarding income – Elders need to get a sense of current giving (post Pandemic) and perhaps do an appeal. There was a plea 2 years ago and there was a giving increase as a result.

## **X. Miscellaneous**

a) Jeff Patstone has offered a 5 piece leather sectional couch to anyone who needs it. Grace doesn't have a need but let Jeff know if you are aware of anyone who may need it.

## **XI. Adjournment**

- a) Marlin Golnitz adjourned the meeting at 9:20pm.
- b) Pastor Chris gave the closing prayer.

Respectfully submitted,  
Betty Wardle, Council Clerk



## Grace Lutheran School Principal's Report to Council

April 20, 2021

7:00 pm

### I. GLS Calendar

- A. April 21<sup>st</sup>, 2021 – Financial Aid Meeting 1 pm
- B. April 22<sup>nd</sup>, 2021 – Spring Concert
- C. April 22<sup>nd</sup>, 2021 – 5<sup>th</sup> Grade Colonial America Day
- D. April 23<sup>rd</sup>, 2021 – Band/Music Chic-Fil-A Fundraiser Lunch
- E. April 27<sup>th</sup>, 2021 – 7<sup>th</sup> Grade WDC Meeting (MPR) 6:00 pm
- F. April 28<sup>th</sup>, 2021 – Decades Day
- G. April 29<sup>th</sup>, 2021 – Walk Through Ancient Civilizations May 1<sup>st</sup>, 2021 – Letter of Intent is due from staff
- H. May 3<sup>rd</sup>-7<sup>th</sup>, 2021 – IOWA Testing Week and Teacher Appreciation Week
- I. May 7<sup>th</sup>, 2021 – Kindergarten Graduation Pictures
- J. May 7<sup>th</sup>, 2021 – Athletics Chic-Fil-A Fundraiser Lunch
- K. May 10<sup>th</sup>, 2021 – IOWA Make Up Testing
- L. May 27<sup>th</sup>, 2021 – Virtual Open House Preschool-8<sup>th</sup> Grade
- M. May 28<sup>th</sup>, 2021 – Half Day Schedule

### II. GLS COVID-19 Update

- A. Teachers have been receiving the vaccinations
- B. We currently have no one with COVID-19
- C. Art has returned back to her normal class with cleaning and disinfecting in-between classes.
  - a. STEM will be the next
  - b. Spanish and Music will continue using teacher classrooms until the end of the year.

### III. GLS Registration Updates

- A. Priority Registration and Open Registration
  - a. As of **April 14, 2021** we are at **259** students registered for the 2021-2022 school year.
    - Junior Kindergarten – 11 students
    - Kindergarten – 48 students (2 classrooms)
    - 1<sup>st</sup> Grade – 29 students (2 classrooms)
    - 2<sup>nd</sup> Grade – 45 students (2 classrooms)
    - 3<sup>rd</sup> Grade – 23 students
    - 4<sup>th</sup> Grade – 21 students
    - 5<sup>th</sup> Grade – 25 students (Possibly 2 Classrooms)
    - 6<sup>th</sup> Grade – 16 students
    - 7<sup>th</sup> Grade – 13 students
    - 8<sup>th</sup> Grade – 28 students (2 classrooms)

**IV. Preschool Update**

- A. Current Enrollment - 114
- B. Summer Enrollment - 33
- C. Preschool staffing – Lisa lost another staff member this week. We are in need of preschool staff.

**V. Rec Club Update**

- A. Current Enrollment – 75 students
- B. Mad Science has 30 students registered for the next 8 weeks
- C. Lego Club – 14 students
- D. Chess Club – 11 students
- E. Summer Camp – 21 Students so far

**VI. GLS Enrollment: Junior Kindergarten – 8<sup>th</sup> Grade (as of April 15, 2021)**

- A. We are currently at **213 enrolled students**
  - a. We lost one going back to public school in the 5<sup>th</sup> grade
- B. Limited Number of Students per grade for Social Distancing Guidelines
  - a. Junior Kindergarten: 20 Students
  - b. Kindergarten: 20 students
  - c. 1<sup>st</sup> Grade (Hall): 21 students
  - d. 1<sup>st</sup> Grade (Gogue): 18 students
  - e. 2<sup>nd</sup> Grade: 20 students
  - f. 3<sup>rd</sup> Grade: 20 students
  - g. 4<sup>th</sup> Grade: 20 students
  - h. 5<sup>th</sup> Grade: 16 students
  - i. 6<sup>th</sup> Grade: 14 students
  - j. 7<sup>th</sup> Grade: 28 students
  - k. 8<sup>th</sup> Grade: 16 students

**VII. Curriculum Fees Due May 3<sup>rd</sup>, 2021**

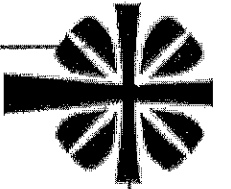
**VIII. Employment Opportunities**

- A. Kindergarten Position
- B. Kindergarten Para Professional
- C. 6-8<sup>th</sup> Grade History Position
- D. Second Grade Position

**IX. Japanese School**

- A. Will need to use the Japanese Classroom for next school year

- X. Graduation for Kindergarten and 8<sup>th</sup> Grade**
- A. 8<sup>th</sup> Grade Graduation will be Thursday, June 10<sup>th</sup>, 2021 at Grace Lutheran Church
    - a. 16 Students are graduating
    - b. Socially Distanced and wearing masks
    - c. Limit to 4-5 tickets per graduate
  - B. Kindergarten Graduation will be Monday, June 14<sup>th</sup>, 2021 at Grace Lutheran School
    - a. 20 Students will be promoted
    - b. Will be held in the MPR (7<sup>th</sup> Grade will be split and moved to the classrooms on this day)
    - c. Parents only, socially distanced and wearing masks.
- XI. Western Association of Schools and Colleges (WASC)**
- A. Parent Survey for WASC will go out in the next few days.
  - B. Waiting on the Confirmation of Dates
- XII. Language Arts Curriculum**
- A. We are moving forward in ordering the Wonders/Study Sync Program.
  - B. McGraw Hill split payment of \$23,000 by July 1<sup>st</sup>, 2021 and \$21,305.05 by July 1<sup>st</sup>, 2022.
    - a. Tim and Ginger Stone agreed to pay the full amount of the new ELA curriculum. In process of sending a check to the school.
- XIII. Middle School Math Curriculum**
- A. Samples from McGraw Hill “Reveal Math”
  - B. Samples from Savvas “Envision”
  - C. Samples from Houghton Mifflin Harcourt “Into Math” and “Singapore Math”
- XIV. CARES Act Funds**
- A. Must be ordered and delivered by June 24<sup>th</sup>, 2021
  - B. Received \$9,641.56 in reimbursements for Chromebooks and licensing
  - C. Looking into Water Fill Stations (4 in total). CARES Act does not reimburse installation only materials.
  - D. Another possible use is for desks
- XV. Fullerton Induction Program Information**
- A. Induction Program for our teachers
    - a. Bailey Spillane, Brandy Hoffman, and Joy Wright are applying for the early completion



Grace Lutheran School 5172 McFadden Ave. HB, CA 92649 (714) 899-1600

