

**MINISTRY LEADERSHIP COUNCIL
MINUTES**

December 14, 2015

6:00 pm

Attending: Paul Beckman, Raul Casillas, Darren Kelso, Susan See, Pam Hansen

Invited Guests: Meredith Arldt, Craig Olson

Call to Order - 6:28pm

Opening Prayer – Pam Hansen

Approval (Ratification) of Minutes

MOTION: *A motion was made by Raul Casillas to approve the minutes from the November 16, 2015 meeting. Darren Kelso did second the motion and it was approved by all.*

Principal's Report –

- **Interim Sports Eligibility plan in place to be used for the remainder of the school year. A new policy will be formulated for review for the upcoming school year.**
- **Principal Arldt will review current school and Jr. High handbooks to address any discrepancies or concerns.**
- **Principal Arldt is requesting feedback regarding 12-month school employees office hours during identified breaks when the school office is closed. This affects six school employees. There is no policy in place regarding this issue. The MLC asked that the staff continue to do what they have done historically, which is to be on call as needed, and to monitor phone and email messages during the 2015 holiday period. The MLC will review this topic in the future.**
- **Reviewed multiple non-policy items from Principal Arldt's report, including: the new Kindergarten Round-Up event, the Washington D.C. trip, and the letter mailed to school families for budgetary support.**

- Discussed budgetary options for next year.
- Reviewed charter for the Board of Education which has been altered according to suggestions given during the WASC school accreditation.

MOTION: *A motion was made by Raul Casillas to approve the modified Charter, with agreed-to changes, for the Board of Education. Darren Kelso did second the motion and it was approved by all.*

Officers Reports

President's Report - None

Vice President - None

Secretary Report - None

Treasurer Report – Craig Olson

- Salem Church budget presented by Craig Olson - church will have a deficit at the end of the year, but the budget forecast is to work out of this deficit in the first quarter of the next year.
- Salem School budget presented by Craig Olson - tuition income has been adjusted year-to-date to an accrual basis and will be accounted for this way in the future to properly match income and expenses. The greatest “unknown” is the amount of contributions to be received during the balance of this fiscal year.

Standing Committee / Board Reports

A. Nominating Committees

1. Deacons and Deaconesses –

- The following have been invited as members of the board:
Jerry Aschoff, Kathleen Marhoefer, Diane Reafsnyder, Mark

Iverson, Jeff Gray, Jim Violette, Mike Arldt, Bill Reinking, Phil Duerr (considering), Mike Grasz (considering).

MOTION: *A motion was made by Pam Hansen to appoint the final list of candidates, subject to their acceptance, for the formation in January of the Board of Deacons and Deaconesses. Raul Casillas did second the motion and the list was approved by all.*

2. Missions –

- **See below**

3. Board of Education (Meredith) – MLC approval of those proposed by the Principal.

- **MLC is to approve the Chairperson.**
- **Bio for Matt Hansen submitted as an additional candidate for the Board.**
- **The following people have been invited to be members of the board: Matt Hansen, Eric Meyer, Sarah Woody and Grace Gallman.**

MOTION: *A motion was made by Pam Hansen to appoint the above four candidates, subject to their acceptance, for the formation of the Board of Education and to allow them to operate on a temporary basis with only four members. Raul Casillas did second the motion and the list was approved by all.*

4. Transition Team –

- **Members who have been invited to be members of the team are: Michael Reafsnyder, Darren Kelso, Ann Roberts, Matt Noel, Walt Luchinger, Michael Arldt, Kim Violette, April Pitts, Pam Hansen and Skip Raymond.**

MOTION: *A motion was made by Pam Hansen to appoint the above ten candidates, subject to their acceptance, for the formation of the Transition Team. Raul Casillas did second the motion and the list was approved by all.*

B. Safety Committee – Paul Beckman

- Principal Arldt and Paul Beckman have met to discuss a Crisis Plan and a communication plan for the campus. For the communication plan, the suggestion is a two way radio system. Discussion regarding funding for a high quality radio system. Audits of the campus have been done by Paul Beckman. Staff training in regards to safety is completed regularly by the staff. Drills on campus are run with students on a regular basis.

Special Orders - Craig Olson – “Doing Good Even Better”

- All MLC members have been provided a copy of *Doing Good Even Better*, by Edgar Stoesz. Craig Olson recommended that the first five chapters are read prior to the meeting on January 11, 2016, with Gary Underwood.

Old Business –

A. Organizational Chart – Principal reporting to the Board of Education – Charter Amended

- Tabled until further meeting.

B. Facilities Usage Policy

- The staff is currently following the policy presented.

C. Missions Board Plan – Raul Casillas/Susan See

- Draft of the Mission Board plan presented, including the Missions Board Guiding Principles, desired outcomes, plan summary, allocation of funds, and budget.
- Per the MLC, the plan is a directionally correct plan and the general guidelines are acceptable. The Mission Board will now develop a detailed plan per these guidelines. The plan will be posted on the Salem website prior to the next Town Hall meeting (as committed to congregation) and presented in detail at the Town Hall meeting on January 31, 2016.

New Business

A. Town Hall Meeting Minutes

- Minutes presented by Raul Casillas - these Minutes will be published after approval.

B. Staff Gifts

- Envelopes were given out at Sunday services on December 13, 2015.

C. James Bogart

- Last day will be January 21, 2016.

D. Confirmation of Meeting Dates for January & February 2016

- January 11, 2016 - with Gary Underwood @ 6:00pm - 8:00pm
- January 25, 2016 @ 6:00pm
- January 31, 2016 - Town Hall Meeting
- February 8, 2016 - with Gary Underwood @ 6:00pm
- February 22, 2016 @ 6:00pm

Closing Prayer - Craig Olson

Adjournment - 9:53pm