

SHECP Board Agenda

Date: October 12, 2022 Time: 6 pm Location: Fireside Room

LOVING - LEARNING - LEADING

LOVING

Topic 1: Good News to Report

- Celebrations
 - Nancy is really excited to train John for the Stallions room. She feels like he is going to be a really good fit for the particular group she has now.
 - Pastor Jim is going to take a 5-week sabbatical in January.
 - The FDA (Federal Food Program) came to do an inspection this week and everything was above board.

LEADING

SHECP Admin Team Updates and Reports

- Andrea Haggard and her family have decided to leave SHECP and effective immediately, Andrea will no longer be the Chair of the Board.
- Caitlin Rivard will act as Interim Chair until we vote in an official chair.

Topic 1: Communication Plan

- Admin Staff - Board - Staff – Families
 - This communication plan will roll out as soon as we get Barb's email situation fixed.
 - We will be trying to limit the amount of all-school HiMama messaging that is being sent.
- 1 month - 2 weeks - 1 week - reminder

Van Driver's: Stacey and Monica occasionally Church Staff.

Monitors: Afternoon School age Staff

Teacher Reps. John Roberson (Lead) Upstairs

Ellie Jaramillo. (Lead) Downstairs

Stacey Leitch (Assistant) Upstairs/ curriculum coordinator.

- October Costume Parade being held on Oct. 27, 2022 @ 2:30pm for all ages
- December 15, 2022 @ 3 pm will be the Christmas program for ages 2-5.
- 2023 Calendar - all dates and times to release prior to 1/2023

Topic 2: Threat Levels and Safety

- Attached Threat Level Sheet and Definitions – This has been approved and will go out to parents immediately.
- First Line Security – Fencing – although The Fence Guys are more expensive, everything is included and the pricing structure was comprehensive and easy to understand. Some of the others aren't including demo of the old fence, etc.

Pricing of Fences (Safety)

- 1) Rio Grande fence @ \$15,953 subtract \$900 of taxes "Vague"
- 2) The Cat fencing and Landscaping @\$19,988
- 3) The Fence Guys with 6 ft @ \$30,562.94 / 5 ft @ \$24,565.46 both everything included

- Internal Updates - ISS

Topic 3: Tuition Software

- Square Conversation – Square does ACH and will invoice each parent individually. Each parent can choose how they want to pay (credit card or ACH). There will also be a credit card machine out front, should the parent want to pay manually.

Square Processing fees are as follows:

Swipe, Dip, or Tap: 2.6% + \$ 0.10
 Manually Keyed In: 3.5% + \$0.15
 Invoice or Online: 2.9% + \$0.30.
 Card on File/Recurring Payment: 3.5% + \$0.15

- Roll Out
 - Potentially December or January

Topic 4: Budgeting

- Tuition Increase – January – the parents will face a tuition increase in January. We will decide on the tuition increase and vote in a quick Zoom meeting late next week.
- Process
- Spending – tuition increase will cover: teacher's higher hourly wage, Square auto debit fee, supplies

Notes and Action Items

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- Zoom meeting to vote on: Square, Tuition Increase, Fence and Secretary/Chair