

CCHC Board Meeting with Sarah

January 5th, 2026 / 3:00pm / Google Meet

Attendees: Tatum Minor, Kate Diemer, Amber DeZeeuw, Danielle Huston, Michelle Wetzig

Meeting commences at 3:10pm

3:12pm Opening prayer by Kate

New Business

1. Sarah: Questions and ideas concerning classes and volunteers

Sarah questions why some classes have no helpers.

Tatum responds with we have two new families coming in just this weekend, that will fill in some of those voids. We reached out to each teacher that had no helpers, they responded that they were ok to have no helpers.

Sarah's response is that legally it's not safe to have one teacher with students, and suggests we should forego fellowship with moms.

Tatum's general explanation is that we're low on helpers because of lower enrollment. The only option she also sees to alleviate this issue is to cancel the hourly mom's fellowship in order to have helpers for every teacher, for every hour.

Danielle suggests we merge classes as a possible solution to improve helper ratios. Or alternatively have fellowship at the welcome table, where moms are readily available.

In example, Sarah comments on 2nd hour Fun and Easy Snacks taught by Tayler Ross to insert another helper because of student ages and the nature of the class being cooking. We need to improve the helper ratio.

Danielle brings up the Preschool playtime and snack during the 2nd hour looks deficient in helpers. Tatum responds that will be addressed.

Danielle asks Sarah what the class student and helpers minimums should be. Sarah responds that 6 students is the ideal minimum per class and at minimum one teacher and one helper in each class. The ideal is one teacher and two helpers for each class.

Sarah brings up fellowship opportunities. She suggests we institute one planned fellowship potluck, possibly holiday themed, every month in lieu of hourly mom's fellowship. She also suggests that the fellowship dates be scheduled and published. There was a positive board response. This will be discussed and voted on soon.

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2. Mom's Fellowship location

This was discussed from a perspective of, "can we have an hourly mom's fellowship knowing that our helper ratios in classes are insufficient?" 3 board members (Danielle, Michelle, Amber) voted in favor to cancel the mom's fellowship hour and redistribute adults to be helpers in classes. Danielle suggests a general email to all registered families to update them regarding the cancellation of mom's fellowship. Tatum will send out this general email.

3. Teen Homeroom 3rd Hour (Danielle's final decisions about her classes and their needs (specifically, 3rd hour))

Sarah notes that there needs to be a planned direction for homeroom 3rd hour, as in teacher directed games and activities. This was discussed at length with a positive response to define 3rd hour activities. Sarah suggested a sign up for either a game, or low-key quiet time. This will help us understand what the teens want. It was decided that Sarah and Danielle will assume the 3rd hour games and activities.

4. When should BC's be updated?

Sarah responded with uncertainty about background check expiration and monitoring for updates. Tatum and Kate are tasked to understand if monitoring is active, and the general functionality of Protect My Ministry services.

5. Order of announcements before co-op (Pledge of Allegiance, Pledge to the Christian Flag, Lord's Prayer, etc.) & order of closing upon 3rd hour (songs) Should we purchase an American & Christian Flag?

This topic will be discussed on our board google chat.

6. Go over each class period: Discuss Hall Monitors/Welcome Desk duties, & go over Helpers in each hour; pull (if able) from other areas to fill final class needs (if needed)

Tatum discusses 1st hour redistribution of mom's fellowship adults.

- Kate is assigned to welcome table.
- Two adults are needed in gym
- One adult is needed in anatomy
- One adult is needed in preschool

Danielle will send a group email to 1st hour mom's fellowship registrants and move them on the website registry.

It was discussed to cancel the Dino class due to low registration. Amber will email all those registered in dino class to give them alternate class suggestions and communicate this with Sue, as well inquiring what her classroom setup needs are for her two other classes.

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Tatum discusses 2nd hour redistribution of mom's fellowship adults.

- Michelle is assigned as hall monitor.
- One adult is needed in aerospace.
- One adult is needed in Team building.
- One adult is needed in preschool.
- One adult is needed in fun & easy snacks.

Kate will send a group email to 2nd hour mom's fellowship registrants and move them on the website registry.

Tatum discusses 3rd hour redistribution of mom's fellowship.

- Heather is assigned to welcome table
- One adult is needed in It's all fun and Games
- One adult is needed in preschool
- One adult is needed in hall monitor
- One adult is needed in construction

Tatum will send a group email to 3rd hour mom's fellowship registrants and move them on the website registry

7. Sam can be used 1st-3rd hours, as needed, to allow other moms at the welcome desk/hall monitor to fill areas as needed. Or may help in 2nd and 3rd hour 4H if that's preferred.

Danielle brings up the fact we need security and suggests that Sam fill the security role all three hours. General board repose is favorable and decided he will be stationed at welcome table. Sam is assigned as security for all 3 hours. Danielle will be creating a security duty and moving Sam to this duty for all 3 hours, stationed at the welcome table.

8. NOTE about Tatum's roles for enrichment days

Tatum defines her role for enrichment is being building director and co-op president simultaneously. It was stated that this was not ideal, and will look into delegating where possible.

9. DUTIES: Specifically, those registered in post-child watch are not needed for only one family registered in Restore. Propose that one of the post-child watch families change to Restore? Moving forward, have only families with 10+ children aged 10+ work on class restore duty, as this will eliminate the need for post-child watch and ensure all duties are covered.

Tatum will communicate to these families to step into restore.

Tatum will ask Amber to message Sue about her class needs regarding tables. This has impact on the restore team.

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Action Items

1. If it is decided to move the needed final people around, only have 1-2 people do that AND ensure they update the website accordingly as well.
2. Final checks once “moves” are finished:
 - look over class schedule
 - look over class registrations
 - look over accounting items
 - FORMS are all signed, etc.
3. Danielle is tasked to ensure FB private semester group has all registered families (delete those not currently registered)
4. Tatum will send a mass email updating families regarding mom’s fellowship and duties.
5. Tatum and Kate are tasked to understand if monitoring is active, and the general functionality of Protect My Ministry services.
6. Danielle will be creating a security duty and moving Sam to this duty for all 3 hours, stationed at the welcome table.
7. Board needs to discuss having one planned fellowship potluck, possibly holiday themed, every month in lieu of hourly mom’s fellowship. These fellowship dates need to be scheduled and published.

Tabled

1. Suggested by Danielle to look into changing the video on the website for those looking into joining our co-op. Seconded by Tatum.

Dismissed at 7:19pm