

## **Heritage Christian School Board Meeting Minutes – Open**

1/28/2016 Meeting

Approved 2/11/2016

The meeting started at 6:30 pm with a devotional by Sean O’Rear. He then opened with prayer.

### **Attendance**

Board Members: Mike Annis, Bob Coons, Mark Jessop, Steve Liu, Jen Olsen, Sean O’Rear, and Todd Pierce.

Absent: Steve Sherman.

Teachers/Staff: none

Others: none

### **Approval of Minutes**

Minutes from the 1/14/2016 Open and Executive Meetings were reviewed.

**Motion was made by Todd Pierce to approve amended minutes.**

**Motion was seconded by Sean O’Rear.**

**No further discussion.**

**Vote 5-0 to approve (Bob Coons abstained since he was not present for the 1/14/2016 meeting).**

### **2016-17 School Year Calendar**

- Mike had previously sent out a draft of the upcoming school year calendar. It was reviewed and discussed.

**Motion was made by Steve Liu to approve the proposed 2016-17 school calendar with a start date of 8/23/2016 and end date of 5/31/2017.**

**Motion was seconded by Todd Pierce.**

**No further discussion.**

**Vote 6-0 to approve.**

### **Maternity Leave – Mark Jessop**

- A discussion was carried out regarding maternity leave for full time teachers and staff. A proposal was made with supporting financial information regarding a proposal of paying for up to 6 weeks of maternity leave.

**Motion was made by Mark Jessop to add the benefit for full time teachers and staff for up to 6 weeks of paid maternity leave at their current pay level and having this benefit be retroactive to 1/1/2016.**

**Motion was seconded by Todd Pierce.**

**No further discussion.**

**Vote 6-0 to approve.**

### **Follow Up from the 1/26/2016 ICACSA Meeting**

- In an effort to keep the Association members and parents better informed, it was decided that the Draft minutes of the meeting be posted on the website.
- The Draft minutes will be circulated to the Board for quick review before being posted on the website.

### **On Boarding – Jen Olsen**

- There was a discussion of the need to increase the size of the Board from 7 to 9 members. The reason is to have a Presidential Line so that there is a clear succession consisting of Vice President, President, and Immediate Past President. This will also help ensure that institutional memory of the Board is preserved. If this is to be pursued, the Board could begin as early as this Spring's Elections to start increasing the size of the Board.
- The 9 member Board would consist of the following (with some of their duties):
  - Past President - Nominating Committee
  - President – Strategic Plan
  - Vice President – Policy
  - Secretary
  - Treasurer
  - Fundraising
  - Facilities
  - 2 At Large members
- The Board will work on job descriptions and skills for the above 9 positions.
- No formal decisions were made, thus no motions/votes were required. The Board will continue to work on this before a formal decision will be made.

### **Adjournment**

The Open Session was closed with group prayer.

Note: There was NOT an Executive Session on 1/28/2016.

Minutes respectfully submitted,  
- Steve Liu