

**Heritage Christian School Board Meeting Minutes – Open**  
August 24, 2017 Meeting

The meeting started at 6:30 pm, Natasha Miller led the devotional and opened in prayer.

**Attendance:** Mike Annis

**Board Members:**

|                   |                |             |
|-------------------|----------------|-------------|
|                   | Bob Coons      | Sean O’Rear |
| Sarah Norpel      | Eric Johnson   | Mark Jessop |
| Stanley Carmouche | Natasha Miller | Kari Miller |

Absent: Gale Boldt

**Teachers/Staff:** None

Minutes of the 08/10/2017 open session were reviewed.

**Motion was made by Eric Johnson to approve the open meeting minutes as amended.**

**Seconded by Sean O’Rear**

**No further discussion**

**Vote 5-0 to approve**

**Abstain: Stanley Carmouche, Mark Jessop, Bob Coons, Gale Boldt**

**Motion was made by Eric Johnson to approve governance policy 215 as written and distributed.**

**Seconded by Stanley Carmouche**

**Vote 8-0 to approve**

**215 Board of Directors Meeting Documents**

The Board of Directors is responsible to provide comprehensive documentation of its actions on a monthly basis. Documents to be provided include but are not limited to the following:

1. An agenda that defines the topics to be discussed. Agendas should be made public at least two days before a scheduled meeting of the Board of Directors.
2. Minutes that document discussion on agenda topics. Minutes are recorded by the Secretary or his/her designee. Minutes shall include updates to board policy, and will be labeled administrative policy or governance policy.
3. Reports submitted by committee chairs. These reports should be presented at the first board meeting of each month and should clearly outline work accomplished the

preceding month and steps planned for the upcoming month. A written report should be provided to all members at least two days prior to a scheduled meeting of the Board of Directors.

**Motion was made by Eric Johnson to approve the use of One Drive to house a current policy manual, etc.**

**Seconded by Mark Jessop**

**Vote 8-0 to approve**

Minutes respectfully submitted,

Sarah Norpel