

Heritage Christian School Board Meeting Minutes – Open

8/28/2014 Meeting
(Approved 9/11/2014)

The meeting started shortly after 6:30 pm with a devotional presented by Todd Pierce and then we opened in prayer.

Attendance

Board Members: Mike Annis, Mark Jessop, Steve Liu, Jen Olsen, Todd Pierce, and Steve Sherman.

Kristi Rotzoll tried to join via teleconference but due to technical difficulties, was unable to continue throughout the meeting.

Teachers/Staff: Joy Bartholomew, Sarah Franje, Nichole Early, and Kallen Hawkinson.

Others: none

Approval of Minutes

- Open Meeting minutes from 7/10/2014 were distributed and discussed.
- Proposed changes were made to the minutes.

Motion was made by Todd Pierce to accept proposed changes to the above mentioned minutes.

Motion was seconded by Steve Sherman.

No further discussion.

Vote was 6-0 in favor of accepting amended minutes.

Building Project:

Three representatives from Hunter Companies came and had a discussion on the differences between the traditional Design-Bid-Build process versus those of Design-Build, which is what Hunter Companies does. Some of the potential benefits of Design-Build with their company include savings in both time and money. Much of this is due to streamlining design, bidding, and building due to using either in house teams, or existing relationships with a limited group of subcontractors that they work well with. There is a set fixed fee for the process and it is not based on a percentage of the total project cost. In addition, all costs would be tracked with an open book policy.

Due to our existing relationship with architects at Larrison & Associates, it was decided to gather more information before proceeding with the building project. We need to gather the pertinent information to help make the right decision in terms of cost of the current design work, cost of termination of the existing contract, and what the potential cost savings would be with a Design-Build scenario.

Teacher Report: No report.

Committee Reports:

Fundraising – please see report by Steve Sherman.

Marketing and Communication – Kallen presented the Marketing Plan for the 2014-15 school year for Heritage. Please see report.

Faculty and Prayer – no report

Facilities – Todd Pierce reported that they had begun to investigate the leak on the roof. In addition, he was going to talk to some contacts in terms of next steps in terms of the paint and rust of the signage out front.

Curriculum – no report.

Finance – Mark Jessop discussed the overview of the finance reports. Please see the reports for additional details. Income from the 2013-14 school year was about \$20K above and expenses were about \$22K below.

Mark recommended we do the following:

- Move \$10K from Operations to the Rainy Day Fund
- Reallocate \$40K from existing funds from the 2013 Annual Fund to Tuition Assistance due to the increased need.
- Reallocate \$5K from existing funds from the 2013 Annual Fund to the Marketing Budget.

Motion was made by Mark Jessop to move and reallocate funds as described above.

Motion was seconded by Steve Liu.

No further discussion.

Vote was 5-0 in favor of moving and reallocating funds as stated above.

Administrator's Report – Please see Mike's report for additional information. He did highlight the Portrait of a Graduate which is something that he and the teachers worked on to develop. It is a summary of what we at Heritage Christian School are trying to pursue in terms of what students will look like when they leave Heritage. That document is available on the Heritage website.

Adjournment

The open session was closed and the Board moved to Executive Session.

Minutes respectfully submitted,
- Steve Liu

Addendum:

EFE Speaker: Kevin Sorbo

On 8/29/2014, Steve Sherman confirmed that Kevin Sorbo had agreed to be the speaker for our 2015 EFE.

Motion was made by Steve Liu to proceed with the contract for Kevin Sorbo as the 2015 EFE speaker.

Todd Pierce seconded the motion.

No further discussion.

Vote was 6-0 in favor of proceeding with the speaker contract.