

Heritage Christian School Board Meeting Minutes – Open

November 19, 2020 Meeting

The meeting started at 6:30 pm. Unyime Ituk led devotions. All opened in prayer. Meeting was held via Zoom due to COVID-19 restrictions.

Attendance: Scott Montgomery

Board Members: Sarah Norpel Steve Liu Unyime Ituk Richard Barclift
Natasha Miller Kari Miller Ray Small Andrew White Kristi Rotzoll

Absent:

Teachers/Staff: Lisa Turnbough

Minutes

Minutes of the 10/22/2020 open session were reviewed.

Motion was made by Kari Miller to approve the 10/22/2020 meeting open minutes as amended.

Seconded by Rich Barclift

No further discussion

Vote 7-0 to approve

Abstain: Sarah Norpel, Unyime Ituk

Minutes of the 10/22/2020 executive session were reviewed.

Motion was made by Kari Miller to approve the 10/22/2020 meeting executive minutes as amended.

Seconded by Rich Barclift

No further discussion

Vote 7-0 to approve

Abstain: Sarah Norpel, Unyime Ituk

Finance Report

Kristi Rotzoll and Lisa Turnbough led a discussion on the November financials. (See executive report.)

Motion was made by Kristi Rotzoll to approve the October 2020 financial report as submitted.

Seconded by Rich Barclift

No further discussion

Vote 9-0 to approve

Abstain:

Facilities Report

Rich Barclift gave a facilities update. See executive minutes. Topics discussed included ongoing communication with Tom Maxwell on the siding issue.

Administrator Report

Scott Montgomery gave an update. Topics discussed included Return to Learn updates, technology updates and the Annual Fund. (See below and executive minutes.)

Head of School Evaluation

Kari Miller led a discussion on the Head of School evaluation form. Kari will send it out, and everyone will fill it out by the next Board meeting. Kari will also send the Head of School teacher survey results to the Board before the next meeting. Discussion will be held at the next meeting in December.

Minutes Respectfully Submitted,

Sarah Norpel

Head of School Report
November 19, 2020
Open Session

Return to Learn Updates

As of Monday, November 16, we finished 13 weeks of school with six (6) confirmed cases of COVID-19 in the building. During that time, we had:

- 4 teachers/staff quarantined due to exposure
- 0 teachers diagnosed with COVID-19
- 37 students quarantined due to exposure (this includes the entire 2nd and 3rd grades)
- 6 student diagnosed with COVID-19

Our [official attendance records](#) continue to indicate our COVID mitigation efforts are working. Our COVID absences have risen above other illnesses to 3%. That number is below the threshold we established over the summer as the level at which we would consider closing the building and moving to remote learning.

None of the students who have tested positive for COVID have contracted the virus in the building. All of the positive cases have come from siblings or family members who were exposed.

None of the classes that were quarantined have had any additional spread within that class.

We expect all of the students currently diagnosed with COVID to return either later this week or after the Thanksgiving holiday.

Technology Updates

- ***Student Chromebooks.*** The devices have arrived and are being prepared with filtering, tracking, and virus software. We have developed a [student/parent usage agreement](#) that parents must sign prior to Chromebooks being distributed to students.

Originally we had planned to distribute Chromebooks this week but due to last week's COVID closure and the need to ensure software is properly installed we have sent the usage agreement home and will distribute devices post-Thanksgiving break.

- ***Teacher laptops.*** These devices remain on order and are expected by the end of November/early December.
- ***Elementary iPads.*** We were notified by Iowa City Schools that Heritage had additional state ESSER funds that could be used for technology. We are in the process of using those funds to purchase 20 additional student iPads.

Annual Fund

[The Annual Fund letter](#) and [associated “asks”](#) has been sent out. As responses come in we will update the Board.