

Heritage Christian School Board Meeting Minutes – Open
June 24, 2021 Meeting

The meeting started at 6:30 pm. Kari Miller led devotions. All opened in prayer.

Attendance: Scott Montgomery

Board Members: Sarah Norpel Steve Liu Richard Barclift Kari Miller
Natasha Miller Tim Insko Kristi Rotzoll, Unyime Ituk, Ray Small

Absent: Chad Hanneman

Teachers/Staff:

Minutes

Minutes of the 04/22/2021 open session were reviewed.

Motion was made by Kari Miller to approve the 04/24/2021 meeting open minutes as submitted.

Seconded by Steve Liu

No further discussion

Vote 5-0 to approve

Abstain: Kristi Rotzoll, Unyime Ituk, Ray Small

Minutes of the 04/24/2021 executive session were reviewed.

Motion was made by Kari Miller to approve the 04/24/2021 meeting executive minutes as amended.

Seconded by Steve Liu

No further discussion

Vote 5-0 to approve

Abstain: Kristi Rotzoll, Unyime Ituk, Ray Small

Minutes of the 05/13/2021 open session were reviewed.

Motion was made by Kari Miller to approve the 05/13/2021 meeting open minutes as submitted.

Seconded by Unyime Ituk

No further discussion

Vote 6-0 to approve

Abstain: Sarah Norpel, Kristi Rotzoll

Administrator Report

Scott Montgomery gave an update. (See report below.)

Finance Report

Steve Liu gave an update on May financials. (See executive minutes.)

Minutes Respectfully Submitted,

Sarah Norpel

**Head of School Report
June 2021
Open Session**

2021/2022 Enrollment

Enrollment currently stands at 203 (a year ago that number was 143). We have remained relatively consistent (199-203) over the past month. The likelihood of an additional 2-3 students, especially in PreK remains a distinct possibility.

Staffing

We have **Annette Maier** as our second 2nd Grade classroom teacher. Annette brings a wealth of experience to Heritage, especially as it relates to social, emotional, and behavioral supports for students. Annette has previously taught Kindergarten and 2nd grade. For the past six years has been an administrator in the Marion School District and is currently pursuing an advanced degree in Biblical Counseling.

In hiring Annette we have completed our classroom teacher recruitment (**Caitlin Griess** was hired in April as our second Kindergarten teacher).

We have hired **Travis Haupt and Jodi Ellerie** to serve as instructional aides for the 2021-22 school year to provide additional support for students. **Katrina Cannon** will serve as the 1st Grade aide for that class since we have more than 20 students in that class.

Summer Activities

There are a number of summer activities and planning efforts underway

- Updates to the Staff and Parent/Student Handbooks have occurred.
- Elementary classroom painting. The elementary rooms are in the process of being painted and should be completed by June 30.
- Floor waxing will begin in the elementary wing as painting in each room is complete. Russ plans to be complete with the building by the end of July.
- White Dove Media has installed a new overhead projector in the second Kindergarten classroom. They will complete the annual check-up and maintenance of all existing machines by mid-July.
- Grant Wood AEA IT support team is providing maintenance on several student Chromebooks.
- PreK, Kindergarten, and 2nd Grade classes have been established and parents are being notified of their child's classroom placement.
- Planning is underway for August staff in-service
 - ALICE Training – NLPD
 - Teaching for Transformation – initial training for staff (Tammy and Scott being trained in early August)
 - School Culture – how we create an intentional, collaborative, and supportive environment for our students and ourselves.
 - CPR and first aid training
- Planning needs for Back-to-school work day. Will provide list of classroom and building needs to Rich in early July.

Vacation

I will be on vacation beginning tomorrow, Friday June 25 through Tuesday, July 13. Despite my comments to staff that I will be “unreachable,” I will check messages periodically and in the case of an emergency can be reached by cell.