

**At Heritage Christian School, located in North Liberty, Iowa, we exist to serve Christ by partnering with parents to provide biblically faithful, academically excellent education. Our vision is to be a leader in developing passionate lifelong learners committed to Christ.**

**Heritage Christian School Board Meeting Minutes – Open**  
December 13th, 2022 Meeting

The meeting started at 6:00 pm. Steve Liu offered a devotion. All opened in prayer.

**Attendance:**

**Board Members: Scott Kallemeyn, Mary Palmer, Tim Insko, Chad Hanneman, Steve Liu**

Absent: Chris Stoakes, Unyime Ituk

**Head of School: Greg Gilbaugh**

**Staff: Joy Bartholomew, Nichole Early, Sarah Franje, Jenna Kurtzhals, Jenn Van Otterloo.**

Jen Van Otterloo gave an update on ELA Curriculum for Pre-K through 3rd:

- Narrowed down to 4 books/systems.
- 5 ICACSA members were involved in the selection.
- Into Reading was chosen as the top selection.
- Pre-K will remain the same.
- \$17,000 is the estimated cost for Into Reading out of \$20,000 allotted.

**A motion was made by Steve Liu to proceed with Into Reading as the Kindergarten through Third Grade ELA curriculum.**

**Mary Palmer seconded.**

**No further discussion**

**Vote approved 5-0**

Jenn Van Otterloo will order Into Reading with Brenda Wichhart.

Joy Bartholomew has noticed vandalism on the outer school walls.

Scott Kallemeyn discussed the Accreditation process:

- Currently the on-site visit with ACSI is planned for Spring of 2024.
- There are six domains in the process with each overseen by a subcommittee.
- A board member will be assigned in each domain.
- Subcommittee's findings and plan should be assembled by late 2023 to early 2024.
- More will be discussed at the following board meeting.

**A motion was made by Steve Liu to approve November 17th, 2022 Open Minutes as submitted.**

**Mary Palmer seconded.**

**No further discussion.**

**Vote was approved 4-0.**

**Tim Insko abstained.**

**A motion was made by Steve Liu to approve November 17th, 2022 Executive Minutes as amended.**

**Scott Kallemeyn seconded.**

**No further discussion.**

**Vote was approved 4-0.**

**Tim Insko abstained.**

30th Anniversary EFE:

- Looking like an April time frame.
- Search for a chairperson to continue.

Head of School Report by Greg Gilbaugh (see attached in executive minutes)

Feedback from town halls:

Parents:

- Family Night at the Game.
- A chance for parents to get together.
- Steve will look into options.
- A discussion was had regarding an interventionist in the school to help with special needs students.

Minutes Respectfully Submitted,

Chad R Hanneman