

**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**  
February 23rd, 2022 Meeting

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

**Attendance:**

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

Late: Unyime Ituk

HOS: Greg Gilbaugh

**Staff:** Sarah Franje, Nichole Early

**A motion was made by Steve Liu to approve December 12th, 2022 Open Minutes as submitted.**

**Scott Kallemeyn seconded.**

**No further discussion.**

**Vote was approved 5-0.**

**Chris Stoakes abstained.**

**A motion was made by Steve Liu to approve December 12th, 2022 Executive Minutes as submitted.**

**Mary Palmer seconded.**

**No further discussion.**

**Vote was approved 5-0.**

**Chris Stoakes abstained.**

**A motion was made by Steve Liu to approve January 19th, 2023 Open Minutes as submitted.**

**Chris Stoakes seconded.**

**No further discussion.**

**Vote was approved 6-0.**

**A motion was made by Steve Liu to approve January 19th, 2023 Executive Minutes as submitted.**

**Tim Insko seconded.**

**No further discussion.**

**Vote was approved 6-0.**

**A motion was made by Steve Liu to approve the Addendum to the HCS Board of Directors Executive Minutes from January 19th, 2023 as submitted.**

**Scott Kallemeyn seconded.**

**No further discussion.**

**Vote was approved 6-0.**

**A motion was made by Steve Liu to approve the HCS Board of Directors Head of School Selection Meeting on February 10th, 2023 as submitted.**

**Mary Palmer seconded.**

**No further discussion.**

**Vote was approved 6-0.**

**Head of School Report from Greg Gilbaugh (see attached in executive minutes).**

- Greg anticipates a need for a teacher's aide position that could also lead the after school program.
- A discussion was had regarding parent surveys in November so there is more time to address issues that come to light.
- A discussion was also had regarding whether or not the surveys should be signed by the parents.
- Greg suggests that the EFE Chairperson be selected in the Fall to properly prepare for the event.
- Brenda Wichhart and Kathy Schallau are gathering information about the school voucher legislation.
- A discussion was had to consider a board/teacher coalition in order to vet the school voucher legislation and how it could impact Heritage Christian School.

Tim Insko and Brenda Wichhart will continue to process future information regarding the voucher legislation. The intention is to continue to message the families of Heritage Christian School about how this could help them financially.

**A motion was made by Mary Palmer to approve the members of the Curriculum Committee (see attached).**

**Steve Liu seconded.**

**No further discussion.**

**Vote approved 7-0.**

**EFE Banquet Report by Nichole Early.**

- The EFE team is proceeding well with preparations.
- Sponsorship is currently at \$24,000.
- Prayers that people attend the event and that the Alumni Event is also well attended.

**Accreditation Report by Scott Kallemeyn.**

- Ideally, the Accreditation Committee should meet shortly after Spring Break.
- A Steering Committee will be selected that can help guide the Accreditation Committee about the scheduled plan.
- Each pillar will have a parent, teacher and board member on it.

Minutes Respectfully Submitted,

Chad R Hanneman

## Committee Report (Curriculum/Faculty)

Feb 23, 2023

### **Curriculum Committee members** PreK-3 grade:

Into Reading textbooks have not been ordered as the company has changed reps. This will be completed soon.

### **Curriculum Committee members** 4-8 grade:

- Sarah Franje / Rachel Super – head
- Jonathan Langer, teacher
- Mary Palmer & Tim Insko, board members
- Suzanne Hennings, Alicia Dawson, Ray Small, Kara Recker, Natasha Miller

The Curriculum Development Sub-Committee has narrowed their choices to 3 publishers, Into Reading, Savvas, and Wit and Wisdom. There is some discussion about building a curriculum around novels. Above are members of the association who have volunteered to review the textbooks. The Board must vote to approve them.

### **Mentoring/Induction members:**

The staff that will be getting access to mentorship this year are:

- Mentee – Mentor
- Caitlin Griess – Rachel Super
- Emma Palmer – Nichole Early
- Jonathan Langer – Matt Ellerie
- Jenna Kurtzhals – Jenn Van Otterloo

We have been reviewing the policy/process of the mentoring program. I'm not quite ready to present it to the board. It will be ready for the next board meeting.