

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
June 22nd, 2023 Meeting

The meeting was called to order by Chris Stoakes at 6:00 pm.

Attendance:

Board Members: Chris Stoakes, Mary Palmer, Tim Insko, Chad Hanneman, Brad Beane, Scott Kallemeyn.

Absent: Unyime Ituk

Staff: Joy Bartholomew, Jenn Van Otterloo, Kristin Smith, Rachel Super, Sarah Franje, Brenda Wichhart, Greg Gilbaugh.

HoS: Brian Goodbar

A motion was made by Chris Stoakes to approve May 23rd, 2023 Open Minutes as amended.

Chad Hanneman seconded.

No further discussion.

Tim Insko abstained.

Vote was approved 5-0.

May Financial Report - Tim Insko

- The first payments from ESA for the first semester will be coming in on July 15th.
- All accounts are within 1.7% of last year's financial position.

A motion was made by Chris Stoakes to approve the April 2023 financial report.

Scott Kallemeyn seconded.

No further discussion.

Vote approved 6-0.

A motion was made by Chris Stoakes to approve the May 2023 financial report.

Tim Insko seconded.

No further discussion.

Vote approved 6-0.

Head of School Report - Greg Gilbaugh

- Brenda Wichhart to be recognized for all her hard work during the transition period.
- Greg and Brian will meet regularly.

Finance Committee - Tim Insko and Brenda Wichhart

- 25 families with 42 students are getting ESA assistance for the 2023-2024 school year.
- Tuition assistance expenses may be at less than half from last year.

Facilities Committee - Chris Stoakes

- Playground funds were left from last year, so they were used to place sod.
- A proposal for a memorial was presented to Jen Olson and she is excited.

Curriculum Committee - Mary Palmer

- No agenda for this meeting.

Accreditation Steering Committee - Scott Kallemeyn

- Seeking at least one staff member in each of the six domains.
- August 3rd is the next meeting. An email will be sent to committee members by Scott.

Presentation of Proposed 4th - 8th grade ELA Curriculum - Rachel Super and Sarah Franje

- In depth powerpoint on how the curriculum was selected by the committee.

A motion was made by Mary Palmer to approve Easy Grammar as the 4th through 8th grade grammar curriculum.

Scott Kallemeyn seconded.

No further discussion.

Vote approved 6-0.

A motion was made by Brad Beane to continue using Write Source as the 4th through 8th grade writing curriculum.

Scott Kallemeyn seconded.

No further discussion.

Vote approved 6-0.

A discussion was had regarding the HCS Board Policy 382 regarding opening of a second section of class.

- The Board determined that the policy, as currently written, does not require the HoS to seek Board approval to open a second section of Kindergarten.
- The Board committed to rewriting the policy at a future meeting to clarify its intent.

Ad Hoc Committee on Tuition Assistance and Discounts for 2024 - 2025.

- The Board feels that this will be necessary in light of ESA.
- Co Chairpersons will be Tim Insko and Brenda Wichhart. Other members will be Jenn Van Otterloo, Brad Beane and Becky Insko.
- The Board charged the committee with proposing revisions to Board Policy 321.2 – Tuition Discounts and Board Policy 321.3 – Financial Aid through FACTS Tuition Grant & Aid. The goal is to have the revisions adopted before March 1st, 2024.

A motion was made by Chris Stoakes to approve the formation of the Ad Hoc Committee for Tuition Assistance and Discounts for 2024 - 2025.

Chad Hanneman seconded.

No further discussion.

Vote passed 6-0.

Jenn Van Otterloo started a discussion on considering a group health insurance plan for those who do not have coverage.

Proposed Head of School Goals for 2023-2024 - Brian Goodbar

- Navigate accreditation.
- Attempt to have tuition cover the schools operation expenses.
- Get to know staff and engage the teachers.
- Marketing
- Partner with other Christian schools.
- Work on the middle school culture.

Proposed Board of Directors Goals for 2023-2024

- Navigating Accreditation
- Support outreach and marketing efforts.
- Volunteer recruiting/re-engage with parents.
- Answer the question: What does being a missional school mean?
- Re-establish partnership with head of school.

Action Items

- The curriculum committee will present the proposed 4th-8th literature curriculum at the July regular board meeting..
- The facilities committee will present options for the Alli Olsen Memorial at the July regular board meeting.
- All board members will develop measurable goals for HoS and Board.

A motion was made by Chris Stoakes to adjourn the open session of the board meeting.

Tim Insko seconded.

No further discussion

Vote approved 6-0.

Minutes Respectfully Submitted,

Chad R Hanneman