

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 Regular Board Meeting Minutes
October 26, 2023

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

Attendance

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

Late: Unyime Ituk

Staff: Joy Bartholomew, Kristin Smith, Sarah Franje, Brenda Wichhart

HoS: Brian Goodbar

Consent Items

The Board reviewed and amended the minutes from the September 28, 2023 regular board meeting.

A motion was made by Scott Kallemeyn to approve the minutes from the September 28, 2023 regular Board meeting as amended.

Chad Hanneman seconded.

No further discussion.

Motion carried

The Board reviewed the September 2023 financial statements.

A motion was made by Chris Stoakes to approve the September 2023 financial statements.

Mary Palmer seconded

No further discussion

Motion carried

Head of School Report - Brian Goodbar

- ACSI Accreditation - Domain groups are in the process of gathering evidence. Nov 13 staff in-service dedicated to accreditation
- Marketing - Connecting with several local churches. Working on partnering with New Life Community Church for their Christmas Store
- Moving admissions application process to electronic format for 24-25 school year

- BASP - We have added more BASP staff since September. We are within DHS ratios and Natalie Knapp continues to build a strong program based on building an atmosphere of community

Curriculum Committee Report

- The Philosophy statement, benchmarks, standards and objectives were reviewed, along with looking at core standards.
- We have textbooks from four publishers. We are going to try to get two more. By policy, we will have at least two Christian publishers to review.
- A rubric will be completed for each textbook in each grade.

Facilities Committee Report

- Alli Olsen Memorial
 - The construction plans for the Alli Olsen memorial were submitted to the City of North Liberty on October 25, 2023, for a building permit.
 - The City of North Liberty building department reviewed the plans and issued the building permit on October 26, 2023.
 - A copy of the plans and permit will be kept in the main office.
- Continued discussion about siding

Finance Committee Report

- Expenses are running somewhat over budget due to facilities maintenance.
- We are running ahead of last year from a cash standpoint.

Fundraising Committee Report

- We are working to add more members to the committee
- EFE Gala is top priority

Accreditation Steering Committee Report

- Staff has gathered evidence for three of the domains and will continue to gather evidence for the remaining three domains.
- Goal is to be ready for a final review in January and submit the final report by February 1, 2024.

Tuition assistance and Discounts Ad-Hoc Committee Report- Committee will meet prior to the next regular Board meeting.

Old Business

Board Conflict of Interest Policy - A draft of the policy is currently in progress and will be ready for review at the next regular Board meeting.

Crisis Management Policy - Chad Hanneman

- Draft of "Board Policy 541 - Harassment/Sexual Harassment/Bullying" is complete
- Draft will be sent to Cincinnati Insurance company for review prior to final approval by the Board.

New Business

Accreditation Expenses

- There have been, and will be, costs associated with the accreditation process
- The Board will decide how to pay for those in the future

Strategic Planning Phase 1 - Preparing to Plan

- The Board determined the existing strategic plan needs to be revised and updated.
- The Board decided to begin the strategic planning process at the November regular Board meeting.

A motion was made by Chris Stoakes to adjourn to executive session.

Chad Hanneman seconded.

No discussion

Motion carried

Submitted by Brad Beane