

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
February 22, 2024

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

Attendance

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

Absent: Unyime Ituk

Late: Brad Beane

Staff: Brenda Wichhart, Joy Bartholomew, Sarah Franje, Nichole McDonald, Kristin Smith, Katrina Cannon, Jenn Van Otterloo

HoS: Brian Goodbar

Consent Items

The Board reviewed and amended the minutes from the January 25, 2024 regular board meeting.

A motion was made by Chris Stoakes to approve the minutes from the January 25, 2024 Regular Board meeting as amended.

Tim Insko seconded.

No further discussion.

Abstained: Chad Hanneman

Motion carried

The Board reviewed the January 2024 financial statements.

A motion was made by Chris Stoakes to approve the January 2024 financial statements.

Mary Palmer seconded.

No discussion

Motion carried

Head of School Report - Brian Goodbar

- Prepared for ACSI Accreditation and visit.
- Mall Kiosk advertising is finished.
- Social Media marketing upcoming.
- Posted open position for 2024-2025 school year.

Curriculum Committee Report

- The next meeting is Monday, February 26, 2024.
- All information will be finalized and the textbook will be voted on.
- The committee will present their choice for board approval at the March 2024 meeting.

Facilities Report Report

- Roof estimate
- Facilities Committee to review survey and do feasibility study

Finance Committee

- 3.5% on debt for the existing building.
- It is better to use cash for new facilities rather than pay off debt.
- How and when do we reconcile items purchased through donations.

Fundraising Committee Report

- Working on final preparations for EFE Gala.
- Push for ticket sales

Accreditation Steering Committee Report - No current changes.

Tuition assistance and Discounts Ad-Hoc Committee -

A motion was made by Chris Stoakes to approve tuition discounts for the 2024-2025 school year as amended.

Tim Insko seconded.

No discussion
Motion carried

Unfinished Business

Strategic Planning Phase 3

- Assessing Internal Forces
- Reviewed and discussed questions on the agenda

New Business

Procurement Policy

- Reviewed and discussed the proposed Procurement Policy.
- The policy will be revised and revisited

Discharge tuition assistance and discounts committee

A motion was made by Chris Stoakes to discharge and dismiss the tuition assistance and discounts committee.

Tim Insko seconded

No further discussion

Motion carried

Discuss allocation of 2023 Annual Fund proceeds

- Discussion of current IT needs.
- IT upgrades will be done in the summer

Discuss roof repair quote

A motion was made by Chris Stoakes to move \$7,000 from the pavilion fund to pay for the roof repair.

Tim Insko seconded

No further discussion

Motion carried

ACSI accreditation team site visit schedule - ACSI will be here March 24-27, 2024

With no objections we will move to the Executive Session.

Submitted by Brad Beane