

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
March 28, 2024

The meeting was called to order by Chris Stoakes at 6:02pm.

Attendance

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

Absent: Unyime Ituk

Staff: Brenda Wichhart, Joy Bartholomew, Sarah Franje, Nichole McDonald, Kristin Smith, Rachel Super

Parents: Ryan McFadden

Special Guest: Cade Lambert from Des Moines Christian School

HoS: Brian Goodbar

Mission Success Story - ACSI Accreditation is complete.

Consent Items

Head of School Report - Brian Goodbar

- Successfully completed the ACSI accreditation process including site visit
- Contracts to current staff are going out now and we are posting for open positions for the 2024-2025 school year.
- Continue to interview new families, primarily for Kindergarten and enrollment is holding at 216-219

Curriculum Committee Report

- The curriculum committee has voted to continue using the current math publishers.
- The committee presented the textbooks for approval.

Facilities Report Report

- Survey results show there is some need for growth.
- More class room and more parking are the biggest areas of need.
- Next step would be to create a master facilities planning committee.

Finance Committee

- We are ahead on tuition collection/cash due to ESA's and those payments coming in twice a year vs. families paying monthly throughout the year.
- Our discounts are over budget because we only budgeted for staff, 3rd child, and referral discounts so all the tuition assistance discounts that are awarded aren't reflected in the budget since that comes from restricted annual fund monies.
- Utilities are running under budget and we've come to the conclusion that it's probably an estimation issue.

Fundraising Committee Report

- The EFE Gala grossed almost \$80K and netted just under \$63K
- The overall Survey results were positive.
- The date for next year's EFE Gala is set for February 22, 2025 at Bella Sala.

Accreditation Steering Committee Report - Accreditation is complete.

The Board reviewed all consent items.

A motion was made by Chris Stoakes to approve all consent items as presented.

Tim Insko seconded.

No discussion

Motion carried

Action Items

Approve proposed math curriculum

A motion was made by Chris Stoakes to approve the proposed math curriculum.

Scott Kallemeyn seconded

No discussion

Yes - Chris Stoakes, Tim Insko, Mary Palmer, Scott Kallemeyn, Chad Hanneman, Brad Beane

No - None

Motion carried

Approve proposed FY25 budget

A motion was made by Chris Stoakes to approve the proposed FY25 budget.

Scott Kallemeyn seconded

No discussion

Yes - Chris Stoakes, Tim Insko, Mary Palmer, Scott Kallemeyn, Chad Hanneman, Brad Beane

No - None

Motion carried

Approve proposed procurement policy

A motion was made by Chris Stoakes to approve the proposed procurement policy as submitted.

Chad Hanneman seconded

No discussion

Motion carried

Discharge accreditation steering committee

A motion was made by Chris Stoakes to discharge the accreditation steering committee.

Chad Hanneman seconded

No discussion

Motion carried

Discussion Items

Review of strategic planning process with Cade Lambert

- Cade Lambert presented a review of strategic planning at Des Moines Christian Schools

Purpose and Structure of Facilities Committee - moved to executive

With no objections we will move to the Executive Session.

Submitted by Brad Beane