

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

August 15, 2024

Attendance

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

Staff: Brenda Wichhart, Joy Bartholomew, Rachel Super, Jenn Van Otterloo, Kristin Smith, Katrina Cannon, Sarah Franje, Emma Palmer

HoS: Brian Goodbar

Parents: Angela Ruess, Ryan McFadden

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

Mission Success Story

Brian Goodbar- Successes from the past year.

- Weekly Chapel
- Community Outreach
- Teachers were engaged in Teaching for Transformation
- Outstanding results from ISASP Testing
- Various athletic, musical, and drama activities
- Student Council events

A motion was made by Chris Stoakes to approve the amended agenda

Scott Kallemeyn seconded

No further discussion

Motion carried

Consent Items

Reviewed Minutes from the June 2024 Board Meeting

Reviewed and Discussed June Financial Statements

Head of School Report

- Continue various marketing
- Enrollment is at 216
- August 10th work day completed multiple school projects
- Jeff Mattner - Board Training on November 21

Curriculum Committee Report

- History is the subject being reviewed this year.
- The committee needs one additional board member

Finance Committee

- Net Revenue for the full year came in \$30k ahead of budget, but was still an operating loss of \$64K.
- Cumulative net loss for the last two years is \$92k. This comes off several positive years and should start to improve again over the next several years.
- General checking/savings balance is -\$40k vs last year, largely due to variance in timing of payrolls.
- Restricted funds down -\$132.5k vs last year. As should be the case since these are meant to be spent.

Fundraising Committee Report

- No new report
- EFE Fundraising Committee will reconnect once school gets started

Master Facilities Planning Committee Report

- Dedication to the new pergola will be during the Back to School Night
- Three Architect firms came to present to the committee
- The next step will be meeting with the architect selected

The Board reviewed all consent items.

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

Chad Hanneman seconded.

No discussion

Motion carried

Action Items

Recommendation for Project Architect

- Committee had six criteria to evaluate the architect candidates
 - Qualifications of Team
 - Fees and Structure
 - Prior Experience and References
 - Education Experience
 - Completeness of RFQ
 - Project Delivery Method
- Each of the three candidates presented to the committee

A motion was made by Chris Stoakes to Accept the Master Facilities Planning Committee's recommendation to approve FRK Architects

Tim Insko seconded

No further discussion

Motion carried

Approve Capitalization Policy

- If we have a large purchase we can capitalize it over multiple years
- Finance Committee recommends \$5,000

A motion was made by Chris Stoakes to approve the recommendation of \$5,000 for the Capitalization Policy limit

Clayton Penrod seconded

Discussion of what needs to be capitalized and what does not need to be capitalized
Motion carried

Discussion Items

Strategic Planning Phase 4 - Continue review of Mission, Vision, and Values

- Reviewed revised core values
- Core values are focused on the portrait of a graduate

Establish Board Goals for 2024-2025

- Reviewed current Board Goals
- Discussed possible Board Goals for 2024-2025

Establish Head of School Goals for 2024-2025

- Reviewed current Head of Schools Goals
- Discussed Head of Schools Goals for 2024-2025

Adjourn to Executive Sessions.

Submitted by Brad Beane