

LINN CHRISTIAN EDUCATION ASSOCIATION
Isaac Newton Christian Academy
Board Meeting Minutes – Tuesday April 23, 2019 – 6:00 PM

Present: Nick Clinkinbeard, Josh Davis, Shawn Graham, Jennifer Richmond, Dean Ridder, Jason Besler, Krupa Premkumar, Tracy King, Sarah Jackson, Mike LeMieux
Absent (voted by email): Adam Sadler

Devotional and Opening Prayer

Josh shared a devotional from Oswald Chambers' "My Utmost for His Highest", reflecting on 1 Corinthians 3:9 and Ecclesiastes 9:10, with the caution to not worship our work. The devotion reminds believers to be focused on the supreme goal of wholehearted devotion to God while co-laboring with Him wherever He places them. Adam will lead the devotional for the next meeting.

Nick opened the meeting with prayer.

Head of School Report

Dean shared his report, which included:

- ACSI accreditation update on status of the report.
- Iowa Assessments tests for students in grades 3-11 were submitted for scoring.
- College entrance exams for SAT and ACT were administered at the school - scores beginning to be received with multiple students achieving high scores.
- Curriculum Review Committee - as part of the annual process, the committee is working on the K-12 Bible and Science review.
- Board professional development article as recommended reading by all board members: "The Christian School's Mission Statement". This is an excerpt from the book *A Call to Christian School Trusteeship: The Christian School Trustee Handbook* by Simon Jeynes (CSM).
- Board Policy Revision or Review
 - Staff Absences 6.08 – New policy for review and approval. Mike made a motion to accept the policy as presented. Nick seconded the motion. Motion passed (Adam approved by email).
 - Overdue Bills 4.05.02 – No change.
 - Long- or Short-Term Debt 4.06.07 – No change.
 - Goal of Fundraising 4.07.01 – No change.
 - General Principles of Fundraising 4.07.02 – No change.

Secretary's Report

Jennifer presented the secretary's report from the March 26, 2019 Board meeting. Mike made a motion to accept the minutes as presented. Nick seconded the motion. Motion passed (Adam approved by email).

Development Director Report

Sarah shared an update on the details for the upcoming banquet "Thanquet" event. Idea planning is already under way for next year's banquet with the school celebrating 30 years! Sarah also provided some updates on the directed giving projects for the STEM lab and Commons.

Enrollment Director Report

Tracy provided an update on the projected enrollment for 2019-2020 school year; currently 238 students. There are additional applications and inquiries in process.

Treasurer Report

Nick shared the financial report for July 2018-March 2019 Profit & Loss Previous Year Comparison. Nick will validate the increase in income categories.

Unfinished Business

Newton's Pies - Jennifer shared that the consolidated Newton's Pie Lead/Assistant Position application has been created; it will also get posted on the website. A parent alum has expressed interest in the position; Jennifer will send them the details of the positions and an application to complete.

Facilities Update/Discussion - Josh shared that updated bid numbers are coming back from Primus; contractor availability may be limited for this summer. Budget and schedule details will determine whether the work gets started this summer or not. There are some in-budget site maintenance items to get scheduled. Committee is in the process of getting quotes to have some dead trees removed before they become a problem.

Annual Meeting Discussion - New board members bios are needed for the ballot to be complete. Annual Association meeting will begin at the completion of the spring concert.

Teacher Placement Update - On April 18, 2019, the recommendation from the Hiring Committee to hire Erica McCoy for the Secondary Language Arts Teacher position was approved by board email vote. Dean shared that the Technology Teacher position has been posted.

Fine Arts/Drama Club Update - The Drama team will be holding their inaugural performance on May 21, 5:00-6:00 p.m. at Trinity Lutheran School. Krupa also shared that the Fine Arts Committee is looking at possibly having Mock Trial next school year.

New Business

Future Fundraising Discussion - With the current policies in place regarding fundraising, Sarah will lead tracking current and future fundraiser efforts, objectives and timelines.

STEM Update - The committee met recently and is in the process of updating a comparison of expense actuals vs. the directed giving proposal, with future items to be re-quoted and prioritized (e.g. connections to curriculum, need date).

Faculty/Staff Merit Increase Discussion/Approval - The Board discussed staff salary increases for the upcoming year. With the GAP trending well and appreciation for all the work of the staff, the discussion and recommendation was for a 3% increase (1% experience, 2% merit). Shawn made a motion to accept the recommendation. Mike seconded the motion. Adam approved by email before the meeting. Motion passed.

SAC - Nick shared that some new high school sports co-ops will be in place for next school year. A draft of the good conduct policy has been created. The athletics mission statement is being drafted.

Confirm Future Board Meetings (6:00 – 8:00 pm unless noted otherwise)

- Thursday May 23rd, No June meeting, July 16th, August 20th

Prayer List

- Banquet
- Families and enrollment
- Direction on fine arts program development
- Teachers and staff
- Potter family

Adjournment and Prayer

Meeting adjourned and closed with group prayer at 8:10 pm.

Respectfully Submitted,
Jennifer Richmond