

LINN CHRISTIAN EDUCATION ASSOCIATION
Isaac Newton Christian Academy
Board Meeting Minutes – Tuesday March 26, 2019 – 6:00 PM

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

Devotional and Opening Prayer

Jennifer shared a Charles Stanley devotional “The Trustworthy Character of God” based on 2 Samuel 7:21-22. God’s word reminds us that God is truth and He is always faithful. God’s love is based not on our behavior or status but on His character alone. Adam volunteered to lead the devotional for the next meeting.

Krupa opened the meeting with prayer.

Secretary’s Report

Jennifer presented the secretary’s report from the February 19, 2019 Board meeting. Corrections were made. Nick made a motion to accept the minutes as modified. Mike seconded the motion. Motion passed.

Head of School Report

Dean shared his report, which included:

- Several positive remarks were shared from the recent ACSI accreditation visiting team and chairperson. Their verbal exit report indicated intentions to recommend a full 5-year accreditation renewal.
- Guidance counselor certification program discussion - consensus was to approve the cost of the 1-year certification training program.
- Administrative items discussion - consensus to create a policy to clarify documentation.
- The proposed 2019-2020 school calendar was presented for initial approval - calendar has an August 23, 2019 start date with the last day of school being May 29, 2020. Legislation in Des Moines has not yet been approved to change the start of school dates.
- Board professional development article as recommended reading by all board members: “Accountability, Celebration and Reflection.” 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
 - Tuition Assistance 04.01.05 – No change.
 - Authorization of Expenses 4.05.01 – No change.
 - Professional Recruiting, Utilization, Development and Retention 6.03.01 – No change.

Development Director Report

Sarah shared details on the banquet “Thanquet” program. Her report also included updates on STO, new federal tax credit program and highlights of 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 228 students. The Pre-K & Kindergarten Open House had 15 families in attendance. A high school scholarship application was created to help track high school donor scholarship funds.

Treasurer Report

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

Unfinished Business

Newton’s Pies Discussion - Jennifer shared that two individuals have expressed initial interest in learning more about the new pie positions. Advertising for the positions has also been posted on the school doors. Jennifer will simplify the initial application draft to be usable for any of the paid pie positions and send out to the board.

Shawn, Mike and Krupa will help support any pie sub-committee interviews and make recommendations to the board for hiring or gather feedback.

Facilities Update/Discussion - The Commons Area is mostly done with some finish details to complete - very nice outcome and positive feedback already received. Josh shared that the Patriot Center updated drawings are out to sub-contractors for quotes (core plan). Budget and schedule details will determine whether the work gets started this summer or not.

Board Interviews - Josh shared that the Board Nominating Committee completed interviewing Bob Mosey for a Board vacancy. An interview with Amy McDonald is currently being setup. Discussion followed.

Mike motioned that Mr. Mosey be presented for vote approval at the LCEA annual meeting. Adam seconded the motion. Motion passed.

Jason motioned that Mrs. McDonald, contingent upon the interview and recommendation of the nominating committee, be presented for vote approval at the LCEA annual meeting. Mike seconded the motion. Motion passed. The Nominating Committee did recommend Mrs. McDonald for the ballot after her interview.

Annual Meeting - The board continued discussion on an alternative format for the LCEA annual meeting. Consensus was having a very brief meeting at the conclusion of the Spring Concert on Tuesday, April 30. The meeting purpose will be voting on the previous year's minutes and the new board members. Ballots will be handed out and tallied that evening. An absentee ballot will be available and needs to be completed and returned to the school office by 3:00 p.m. on April 30. The annual Association highlights will be communicated electronically to the membership.

New Business

None.

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

- April 23rd, May 21st, July 16th

Prayer List

- Praise: Accreditation
- Annual meeting
- Banquet
- Enrollment
- Teachers and staff

Adjournment and Prayer

Meeting adjourned and closed with group prayer at 8:35 pm.

Respectfully Submitted,
Jennifer Richmond