

LINN CHRISTIAN EDUCATION ASSOCIATION
Isaac Newton Christian Academy
Board Meeting Minutes – Tuesday December 13, 2016 – 6:00 PM

Present: Josh Davis, Nick Clinkinbeard, Jennifer Richmond, Cal Van't Land, Dean Ridder, Kathryne Oates, Lance McDonald, Shawn Graham, Paul Pestel, Adam Sadler, Mike LeMieux, Tim Stout, Gloria Telecky, Jeanette Werling
Absent: Dick Felter

Prayer & Devotions

Adam shared a devotional from Proverbs 31 Ministries "From Panic to Peace"; though worry is part of our fallen nature, faith in Jesus allows us to replace worry with God's truth and power. Reading through passages of Philippians 4:6, Romans 10:16, John 10:27, Matthew 6:33, Isaiah 26:3, Philippians 4:7, and Psalm 46:10 help us to focus on God's kingdom first, and His peace that allow faith to replace fear. Mike opened the meeting with prayer.

Secretary's Report

Jennifer presented the secretary's report from the October Board Meeting. Nick made a motion to accept the minutes as presented. Mike seconded the motion. Motion passed.

Head of School Report

Dean circulated his report, which included:

- The ACSI accreditation inspector spent a day at the school inspecting the high school curriculum, policies, procedures, and also met with the high school teachers to discuss the academic program. The inspector's report was submitted to the ACSI Regional Accreditation Commission; a copy was also provided to the board members. An excerpt from the report: "My visit to Isaac Newton Christian Academy was excellent! I experienced healthy reflection on successes and challenges, and enthusiasm for the future."
- Staffing changes for the next school year. The Secondary Science Teacher/STEM Coordinator position has also been posted.
- Proposal for Biblical Worldview Integration survey/observation feedback to assess impact of integrated instruction at the school.
- Board Policy Review
 - New Policy 3.02.04 – Board of Directors Annual Affirmation of Service – New, review for January meeting discussion.
 - Policy 3.02.01 – Qualifications for LCEA Directors – No change.
 - Policy 3.02.02 – Board Member Code of Ethics – No change.
 - Policy 5.01 – Curriculum Development – Proposed changes for review. Due to proposed LCEA Bylaw changes of wording related to curriculum also in process, discussion and review tabled for future meeting.
 - Policy 6.03.01 – Professional Recruiting, Utilization, Development – No change.
 - Policy 7.02.03 – Student Check-in / Check-out – recommended policy update to include high school grades. Jennifer motioned that the recommended change as presented be approved. Tim seconded the motion. Motion passed.

Development Director Report

Kathryne circulated the development report, which included updates on the STO fundraising goal exceeded (\$119,160), Scholars Campaign matching challenge update, annual banquet, and JLP community activities.

Treasurer Report

Lance provided an updated snapshot of the July 2015-October 2016 Profit & Loss Comparison to last school year and noted that the GAP is initially higher due to the front-year loaded expenses from windows and floor facility updates.

Lance circulated the talking point charts for the January Parent-Board meetings, which will include discussion on tuition, GAP, the Scholars Campaign, as well as any questions that parents want to discuss.

Unfinished Business

Bylaws Review Update - Jennifer circulated a redlined draft of the proposed revision to the current LCEA Bylaws, with a summary of the “big changes”, which the ad-hoc Bylaws Committee is proposing to the board. A few loose ends will get cleaned up along with any other comments\questions from board members by January 3rd. The summary of the “big changes” to the proposed LCEA Bylaws will be provided at the January Parent-Board meetings. LCEA membership will be able to access the latest redlined pdf file from the school website, to review and provide comments\inputs back to the Board before Spring Break in March. After the comments period is closed at that time, the Board can review for approval the final proposed revision at the March board meeting, which would be presented at the annual LCEA meeting for approval.

High School Update -

Kathryne shared an update on high school focused recruiting and marketing in the community, in addition to specific visits that Dean and Kathryne have made at local middle schools. There was discussion and reflection on the projected enrollments for both Kindergarten and high school.

Final Pies Wrap-up - Cal shared a summary debrief on the 2016 Newton’s Pies production and survey feedback. He reported that a profit of \$53,628 was generated for the school! Board consensus affirmed that the school will still be doing pie production in 2017. The pie committee plans to reconvene in January. With the Scholars Campaign facility changes, the pie committee will survey location options for a successful production and provide a recommendation to the Board.

Facilities Improvement 60 Day Forecast - Josh shared that while the committee is in a waiting period for the Scholars Campaign projections to close at the end of the month, Primus construction has been re-engaged to request sub-contractors block off their schedules for the late May timeframe. In mid-January, drawings and facility details will be refined for formal bids. A list will be created in the future of needed lab equipment and other wish list resources for the new space.

Future Board Meetings - (6:00 – 8:00 pm unless noted otherwise)
January 17, February 16 (Thursday), March 21

New Business

None.

Prayer List

- Praise for Scholars Campaign giving
- Praise for Newton’s Pies fundraiser success
- Wisdom and guidance on details of facility projects
- Staffing for next year

Adjournment and Prayer

Meeting adjourned and closed with group prayer at 8:20 pm.

Respectfully Submitted,
Jennifer Richmond