

**Linn Christian Education Association
Isaac Newton Christian Academy
Board Meeting Minutes
2022-08-25 6:00pm**

Attendance

- staff: Dean Ridder, Tracy King
- board members: Neil Gutschmidt, Laura Devaisher, Stephanie Prochaska, Harris Holsapple, John Garbes, Amy McDonald, Jonathan Newberry, Barb McDaniel, Bob Mosey

Devotional & Opening

John opened the meeting in prayer.

Amy asked for a volunteer to share a devotional at the September board meeting. Laura volunteered.

Bob shared a devotional on the internal vs. external aspects of our Christian life.

Amy provided a brief overview of the meeting agenda.

Secretary's Report

Bob noted the spelling error in the July draft minutes provided to the board and committed to fix the mistake. John moved to accept the July minutes with the spelling correction; Stephanie seconded; the motion carried with a unanimous verbal vote.

Head Of School Report

Dean started by addressing comments on the policy review. Amy has shared a desire to enhance policy 04.06.03 (or a corresponding policy, if one exists) to address usage of restricted funds, beyond just the General Fund and Endowment Fund. As the new board secretary, Bob will be coming up to speed on the policies that exist and see where, specifically, to propose this enhancement at a future meeting. Next, Dean provided information on the history of policies 04.07.05 and 06.03.01. Amy explained her concerns with 06.03.01, that it doesn't adequately define the qualifications of the HoS position. Laura suggested possibly adding verbiage about accessing resources available from ACSI, rather than detailing specific requirements. Dean will revisit this policy and suggest edits at the next board meeting.

Dean provided a staffing update, starting with before school care. Mrs. Ridder is currently filling this need on a temporary basis. Food service workers have come forward, but the program still lacks a director. Pizza Monday doesn't need a food service director, and talks are scheduled with Nick Dose from Chick-fil-A to do Chick-fil-A Fridays. The school is actively seeking a food service director to serve three days a week. Mr. Ridder is exploring alternative solutions to the unexpected music teacher opening, possibly including separating the responsibilities across multiple individuals/positions.

Dean praised Dr. Perry for her amazing volunteerism, noting that she is stepping it up even more to provide instructional coaching to the Isaac Newton faculty.

Dean detailed the cybersecurity actions being taken by the school, including contracting with Grant Wood Area Education Agency (GWAEA) for technical services. Mrs. Richmond is providing excellent leadership on security enhancements, which are ongoing. Amy asked if the student Google accounts would have 2FA added to them, observing that most do not have personal devices with which to mechanize that feature.

Amy asked how the first week of school went, generally. Dean reported that it was a good week and the team of faculty and staff is amazing.

Development Director Report

Tracy provided a brief update on donations collected so far this year. Amy noted that there is not currently an intentional capital campaign and donations will likely end up as Gifts-Regular rather than Gifts-Restricted. Tracy gave some insight into the potential donor base, but noted that the local philanthropy landscape is highly dynamic.

Tracy provided updates on the 2023 Banquet. Both the speaker and the venue are locked in.

Tracy reported that enrollment is currently 273, and still fluctuating. It's down 12 from last year (285) at this point.

Tracy shared that the School Tuition Organizations (STO) total for Isaac Newton to raise increased \$3,000 to \$218,818, and that \$160,000 has been raised so far, with another \$25,000 pledged. There is even one new, first-time STO donor.

Amy asked about negative Google reviews of the school, and Tracy explained that potential students' families do use the reviews to help guide their decisions. Board discussed whether there was value in responding to the reviews as well as confirming they are actual past students.

Treasurer Report

Bob (as outgoing treasurer) and Neil (as incoming treasurer) walked the board through the 21/22 Year End reports and a preliminary draft of the 22/23 budget.

There was a discussion on unpaid tuition from last year, including families who are enrolled this year. Neil is going to be making direct contact with past due accounts.

Bob and Neil reported having open questions, and that the budget is still being refined. A final proposed budget will be reviewed and voted on in an upcoming meeting.

Newton's Pies

Bob and Stephanie shared that planning and preparations are progressing for the Newton's Pies fundraiser, and reported being pleased with the pie leads this year, Ryan and Valerie Sampica. Dean also praised Ryan for scheduling a meeting to coordinate logistics between the pie committee and the school, and for being very organized and prepared for the meeting.

Facilities Committee

John is continuing to work on the basketball hoops/divider situation, coordination with the vendor is slow but ongoing. He is exploring proceeding with just the curtain portion of the deal and not the hoops.

Protect The School Committee

Dean & John reported no specific actions since the last meeting. Dean noted that he had declined the opportunity to meet with government officials in Washington D.C., citing expenses that ACSI would not be willing to cover.

Nominating Committee

Amy suggested that each board member should attempt to identify one potential board candidate through the rest of the year. The board is currently above its minimum size, but proactive replacement is better than scrambling when members are about to roll off the board.

Sports Advisory Committee (SAC)

Amy said Mike Lemieux will be leading the SAC, but requested a board member to liaise with the SAC. After a pregnant pause, it became apparent that there were no volunteers, so Amy will serve in that capacity.

STEM Committee

Jonathan reported that 5th/6th grades have a reserved 30 minute time slot in their day for a STEM-focused learning opportunity. Dean noted that Mr. Glad is working on content to utilize that intentional opportunity.

Fine Arts Committee

Amy noted that Krupa will be the formal chair for the committee, and Stephanie will liaise with her to represent the interest of the Fine Arts Committee at board meetings.

Mature High School Committee

Amy will be working with Ms. Kasner to understand areas of improvement for the HS program. Laura is also interested in being on this committee.

Strategy Discussion

Amy reviewed the 10 Stability Markers from ISM that Dean had provided at the previous board meeting, in summary form. The board agreed that there is a lot of room for improvement/growth, but we are doing some of it right. Jonathan suggested that the board choose one marker to focus on, and that the major gifts/donations program would be a good place to start. There was a subsequent discussion around marketing the school to potential donors/businesses.

Future Board Meetings

Amy confirmed upcoming meetings:

- September 27th
- October 25th
- November 29th

Closing

The meeting concluded in prayer.