

**Linn Christian Education Association  
Isaac Newton Christian Academy  
Board Meeting Minutes  
2025-04-22 6:00-9:00pm**

**Attendance**

- staff: Dr. Dean Ridder (until 8:20), Stasha Padgett (until 8:05), Tracy King (until 8:05), Denise Jorgensen (until 7:10), Beth Ngo (until 7:10), Erin Harlan (until 7:10)
- board members: Bob Mosey, John Garbes, Katie Warner, Stephen Pitts, Neil Gutschmidt, Gabe Rohwedder, Steve Howard; Stephanie Prochaska was absent
- guests: Amanda Lane (until 8:05, board candidate)

**Opening**

Steve opened the meeting in prayer. John shared a devotional about enduring, and going beyond head knowledge to heart knowledge, and Stephen reminded the board of the guidance from Proverbs 4:25-27 to stay focused ahead and keep moving forward. Stephen will prepare a devotional for the next board meeting.

**Secretary's Report**

The board reviewed the minutes from the March meeting in advance via email and the majority of board members voted to approve.

After the 4th Grade teacher position was posted and applicants were interviewed, Dr. Ridder recommended Miss Katie Graskowiak for the position. A vote to approve the hire of Miss Graskowiak was taken via email and passed.

After the Jr. High Bible teacher position was posted and applicants were interviewed, Dr. Ridder recommended Mr. Jaegon Kent for the position. A vote to approve the hire of Mr. Kent was taken via email and passed.

**Head Of School's Report**

Dean presented two policies for revision:

- 4.05.01, Authorization of Expenses
- 7.02.03, Student Check-In/Check-Out

and two policies for review:

- 4.06.04, Fiscal Year
- 4.08, Scrip

The proposed changes to 4.05.01 update the responsible party from the Head of School to the Director of Operations, now that the position has been created and filled. The proposed change to 7.02.03 reflects the elimination of a physical book, which was superseded by an electronic visitor control system. Neil made a motion to defer the update to 4.05.01 until after the strategic planning week with CSM in May, and Katie seconded; the motion was verbally approved. Neil made a motion to update 7.02.03 as proposed, and John seconded; the motion passed via unanimous verbal vote. No other changes were proposed, and none were made.

After being approved by the board, both Mr. Kent and Miss Graskowiak were offered their positions on the faculty and both accepted. Additionally, Mrs. Rachael Fann has been hired for the front desk

receptionist position (non-teaching positions do not require board approval). Candidates are still considered for the Upper School art teacher and Lower School Principal positions.

The ISASP standardized testing was successfully conducted and results are expected to be received in the coming weeks.

Christian School Management (CSM) will be on-site May 5-9 for an intensive strategic planning visit. Faculty, parents, and board members will participate in interviews and discussions with experts from CSM, culminating in a comprehensive strategic plan for use over the coming months and years, and supporting the school's desire to achieve Exemplary Accreditation.

The board professional development article provided this month was titled: "Called to Serve: The Role of the Christian School Board" by Kendall Myers from Faith Builders (Issue 147, Spring, 2023).

### **Director Of Development & Enrollment Report**

Tracy provided an update on enrollment for the 25/26 school year, with 406 students enrolled as of this morning, and multiple changes during the day. Enrollment is highly fluid this far from the start of the school year, but there continues to be great interest in Isaac Newton Christian Academy.

Over \$30k was already raised through the Annual Banquet and most of the tables are filled. The rendering and preliminary blueprints for the new building will be on display and a soft launch of the capital campaign will be the target of all funds raised at the banquet.

The Isaac Newton Christian Academy STO allocation for the 25/26 school year is \$282,463 and Tracy has already begun communicating to past donors to start raising toward that amount.

### **Treasurer's Report**

Both regular income and expenses continue to be on track, consistent with recent months and the budget forecast. The large, unexpected gift that was communicated last month is now reflected in the financial report and will allow the capital campaign to hit the ground running.

### **Facilities Committee**

Radon testing was conducted and results are being reviewed to determine whether any mitigation is necessary.

Extensive work was performed on the forested area between the school building and the Coldstream house. Tree clearing has wrapped up and some debris removal is ongoing.

Stephen shared a notional list of summer project ideas for consideration if the budget can support them. The list will be prioritized and evaluated as the school year winds down.

The facility expansion project has entered the fundraising stage, with the design engineers largely on hold until we have 75% of the goal received. The facilities committee will be seeking input from users on specific design areas and a new feedback form was developed to collect and organize more general feedback and ideas from faculty and staff.

### **Nominating Committee**

Ballots for the election of candidate board members were prepared by both Steve and Stasha. The ballots will be reconciled and made available for absentee voting starting one week prior to the Annual Meeting.

### **Sports Advisory Council**

Thad Joyce, Athletic Director for Isaac Newton Christian Academy, recommended joining the IDE Athletic Conference for the 25/26 school year. The board discussed the proposal and, while association with a sports conference is more operational than strategic, the board agreed that joining the IDE Conference would continue to give our students opportunities in a competitive athletic environment.

### **Closed Session**

At 7:10pm, the board entered a closed session to discuss specific aspects of the capital campaign. No actions were taken as a result of the closed session.

At 8:05, the board continued the closed session to discuss the Director of Development (until 8:20) & Head of School annual reviews. No actions were taken as a result of the closed session.

### **Closing**

The meeting closed in prayer.

### **Future Board Meetings**

- May 20th, 6-9pm
- July 15th, 5-9pm