

**Linn Christian Education Association
Isaac Newton Christian Academy
March Monthly Board Meeting Minutes
Tuesday March 23rd, 2021**

6:00-8:00 P.M. @ INCA

Present – Nick Clinkinbeard, Mike LeMieux, Amy McDonald, Bob Mosey, Krupa Premkumar, Tracy King, Dean Ridder, John Garbes, Tod Santel.

Devotional and Opening Prayer

Opening prayer by Tod. Krupa shared about gospel focused work in everything we do. Tracy has the devotional for April.

Opening remarks & agenda review

Amy

Secretary's Report

Krupa presented the report from the February Board meeting. Tod made a motion to accept the minutes as presented. Nick seconded the motion. Motion passed.

Head of School Report

Dean shared his report which included

4.01.03, 4.01.04 – No changes proposed for these policies

Presented the school calendar for the year 2021-2022. An update in the calendar was to go back to accommodating professional days for the teachers. John moved to accept the calendar presented and Tod seconded.

Facilities Update: Roofing consultant, spent two full days analyzing to making recommendations for the new roof and checking the building code to ensure it all meets requirements. Roof completion will be a summer project

Prayers needed as kids experience fatigue in classes

Revisiting the idea of having study hall for certain grades

Development Director Report

Tracy shared her report which included

Significant amount came in donation through one of our lead donors

Online banquet work is well under way. Preparing personalized booklets which will be sent sometime mid-April to families whose names Tracy will post on google drive

STO – Fresh ideas to raise funds. First time donor to help with scholarships. Goal is to provide STO with amounts by June

Enrollment Director Report

Tracy presented the following:

228 kids enrolled as of today

Suggestion to complete Exit interview for families leaving

Treasurer's Report

Bob shared the following

Finance committee met to get a good idea of where things are at with discounts

Next steps will be to analyze the data gathered and bring a proposal to the board

Overall YTD financial picture is on track even though there are a couple of categories of expenses that are a bit ahead of the budget

Unfinished business

1. Teacher Hiring / Approval by Dean

Potential candidate is unable to do dual credit but would be willing to pursue it if school provided financial assistance.

Candidate has a high passing rate for students taking AP classes. Amy has had conversations with a potential donor. Hiring a new teacher would provide the flexibility to split classes between two teachers which would allow one of them to fulfill the STEM coordinator role. Tod moves the proposal to hire new Math teacher and John seconded the motion. Resolution passed.
Need for a Resource teacher – Role can be fulfilled internally if we offered the teacher a full-time position. Jolene is a resource teacher but available only in the afternoons to provide services to K-6th grade which would not be an ideal time since kids are exhausted at that time.
Need for a new history teacher since Mrs. Potter is moving on to new opportunities. Looking for candidates with ability to teach dual credit classes and be a college/career counselor

2. Patriot Center Construction Status Update provided by John

Materials have been secured on time and good progress is being made

Looking for new hoops but no new updates

Things are progressing as expected. Continued prayer for fundraisers and people to be involved to assist financially

Capital campaign letter sent to all families – 85% of \$1 million target to date commitment

3. Pandemic Response Plan Update by Amy

Revisit 4 tier approach.

Mask requirement – recommendation to make mask optional as there is proven data that students are not heavy transmitters

Point of discussion is to plan as a board so teachers and head of school have a direction to move forward.

4. Facilities / Insurance Update by Dean

Already covered above

5. Nominating Committee by Amy

Newberry interested in serving the board and would be a great addition. Nick moved to approve Newberry to be added as a board member and John seconded and vote for new board member passed

Looking at interviewing a pastoral candidate to fill another board member position

6. STEM Update by Tod

Nick researched project “Lead the Way”, a national program that provides curriculum to do STEM from PreK to high school.

Staff can offer classes that would be beneficial for college credit and a few options have been looked at like offering engineering type of courses. Jim Glad could teach the course which would then make it less expensive. Fees must be paid to “Project Lead the Way” which will include curriculum cost and teacher training. Plan is to pick one of the programs, try out and evaluate to see if it is worth the cost. Middle school modules include projects that teachers can implement in their classes. Elementary program is similar but is just scaled down to meet grade level needs. Need to do more research to see if colleges would accept the credits. Julie can ask our families to see if they are interested and we can also investigate whether other schools may be interested in teaming with us?

Next step is to issue survey to families to gauge interest and participation

7. Fine Arts

Fine arts survey to be sent with project “Lead the Way”

8. SAC Update by Mike

Amy has signed up for conference and reached out to Cedar Valley to see if their basketball team would be willing to join us where INCA would be the host school for 2022 and Cedar Valley is on board with the idea. Although there is a cost associated with it, we can generate revenue through options like Booster Club and investigate other extra-curricular activities to fund SAC

9. Banquet by Tracy

Already covered above

10. Annual Meeting by Tracy

Plan in place to host the Annual Meeting on May 3rd from 6-7:30 PM.

Setup booths for different information – financial overview, strategy overview, facilities, Sports, STEM

Also have the facility open so families can meet teachers and tour the building

New Business

1. Grade Scheme Conversion by Dean

This will be an update to the handbook change and will require a programming change to update it on gradebooks.

2. HR 5 (“Equality Act”) Response by Amy

Potential loss of tax-exempt status

Ad hoc committee to prepare the school to have a direction, communication plan and scenarios where we have to prepare the school for this act

3. Ad hoc meeting for Dean’s review

Tracy and Deans annual review by Mike and Nick

Confirm Future Meetings (Apr 20th, May 18th, July 20th)

(all meetings 6-8 pm unless noted otherwise)

Amy proposed onsite training for the board and do another half day for strategic session.

Need to get an estimate to cost the training which would include cost for travel and stay.

Close in Prayer