

To prepare students for a life of service by teaching, modeling and encouraging Biblical principles while pursuing academic excellence.

**Heritage Christian Academy**  
6312 Quail Run Drive  
Kalamazoo, Michigan 49009

Telephone: 269-372-1400

Facsimile: 269-372-6018

Email Address: [hcaoffice@hcaeagles.org](mailto:hcaoffice@hcaeagles.org)

Website: [www.hcaeagles.org](http://www.hcaeagles.org)

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Board of Directors

Heritage Christian Academy

**Open Meeting Minutes**

**Date:** 10/28/2019

**Time:** 7pm

**Location:** HCA

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MEETING TYPE:	<input checked="" type="radio"/> Regular	<input type="checkbox"/> Special
MINUTES TYPE:	<input checked="" type="radio"/> Proposed	<input type="checkbox"/> Approved

**I. Call To Order**

The meeting was called to order at 7:03pm

Motion to Open: Gayle

2nd: Bill

Ayes: 6 Nays: 0

**II. Roll Call / Opening Prayer**

Board Member Attendance:

Greg McCormick	Chairman	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent
Joel Schoonbeck	Vice-Chairman	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent
Elizabeth Fenstermaker	Secretary	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent
Brad Dennis	Treasurer	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent
Bill Menser	Director	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent
Gayle Jacobs	Director	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent
Casey Pawell	Director	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent

Other Attendees: Lynn Townsend

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**III. Approval of September Open Meeting Minutes**

Motion to approve the September minutes

Motion: Schoonbeck

Support: Dennis

Ayes: 6 Nays: 0

**IV. Public Comment** (*reserved for item/matter not listed on the agenda limited to 5 minutes per person*)

A. N/A

**V. Administrator's Report(s)**

- A. Student enrollment 193
- B. 16 local pastors came for Pastor appreciation day.
- C. 2 homeschoolers taking spanish class.
- D. Welcome home mailing received stats today: 26 interested however no scheduling as of yet for a family tour.
- E. Retention rate 85% of students.
- F. Several recognitions made for athletics and honor roll.
- G. Accreditation report sent in and we meet the standard for teachers. We have 5 years to meet any recommendations from the accreditation team.
- H. Safety issues have been addressed per recommendations.
- I. School transportation from school to events, working on waiver for parents to sign so that students can ride with students to school events off campus.
- J. Looking for other transportation vehicles for kids

**VI. Committee Report(s)**

**A. Ed Policy Committee Report:**

- 1. Innovation Day: adding new STEAM projects throughout the school year. A couple of students registered to go to WMU.
- 2. Curriculum review: new 5 year cycle created going through 2023.....science, math, and spelling
- 3. Homeschool: increasing partnership

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4. J-term classes: looking for transportation and adding new classes

**B. Parent Partnership Committee Report:**

1. Harvest party
2. Ellen to talk to David Vandyke about items behind barn before work day

**C. Marketing and Development Committee Report:**

1. Sponsors coming in at a great rate. Looking to get definite numbers by Friday November 1st.

**D. Fine Arts Booster Report:**

1. Concern for band concert held at HCA multipurpose room

**E. Eagle Backers Booster Report:**

1. Looking at budget where monies go to for each sport
2. Pack the Point on 10/29/19 at The Point at 5pm

**VII. Old Business**

- A. N/A

**Open Action Items**

<i>Item number</i>	<i>Action Item</i>	<i>Responsible</i>	<i>Due Date</i>

**VIII. New Business**

- A. N/A

**IX. Public Comment – suspended** (*reserved for comments pertaining to agenda items only and limited to 5 minutes per person*)

**X. Adjournment**

Motion to adjourn

Time: 8:12pm

Motion: Jacobs

Support: Dennis

Ayes: 6 Nays: 0

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**Minutes Certification:**

Proposed minutes respectfully submitted,

Elizabeth Fenstermaker

11/25/19

\_\_\_\_\_  
Board Secretary/Recording Secretary

\_\_\_\_\_  
Date

Approved by the Board of Directors on <Date of Meeting>.

Elizabeth Fenstermaker

11/25/19

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date