

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

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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:** 6/22/2020

**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 7:10pm

Motion to Open: Schoonbeck

2nd: Jacobs

Ayes: 7 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
Gayle Jacobs	Director	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent
Casey Pawell	Director	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent
Lynn Townsend	Director	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent

Other Attendees: Sue Davidson, Melanie Mills, Randy Hadley, Melanie Simpson, Jason Miner, Pastor Carson

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**III. Approval of Open Meeting Minutes**

Motion to approve the April minutes

Motion: Townsend

Support: Dennis

Ayes: 7 Nays: 0

Motion to approve the May minutes

Motion: Jacobs

Support: Fenstermaker

Ayes: 7 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. Welcome Jason Miner new school administrator

B. Admin continues to update plans based on the COVID virus concerns

1. Working in enrollment for 2020-21 school year.
2. Meeting with 26 new families for the incoming school year.
3. Interviews ongoing for current open job positions.
4. Report cards are finalized and will be mailed tomorrow. Offering a Pass grade as an option to certain students on a case by case basis. Must email Mr. Hadley to discuss this option by June 29, 2020.
5. Graduation is June 25, 2020 at Calvary Bible Church. Certain Board members will be in roles such as usher and will abide by Calvary Bible Church rules during Covid pandemic.
6. Building 4 roof to be fixed at the end of July including the ramp. Recommendation from Treasurer to put the debt into the current fiscal year.
7. Mark Mills to look into US Wildlife and Fisheries advice into getting rid of Turkey Vultures.
8. Student and Parent surveys were sent out and currently collecting data.
9. Governor Whitmer will send out restrictions for the 2020-21 school year on June 30,

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2020. Mr. Miner is also gathering information from other countries that have reopened schools currently to see what their data is on sickness outbreaks to come up with a future plan.

10. Looking into bandwidth for possible chromebooks with everyone in the classroom streaming at the same time. Sue Davidson will look into bandwidth for streaming into and out of the school.

11. Question from Katie Hruska about starting the school year in home school format.

## **VI. Committee Report(s)**

### **A. Marketing and Development Committee:**

1. Auction went really well

### **B. Parent Partnership Committee:**

1. Sue Miller is leading the group and Ellen McCormick is co-leading.

2. Looking into helping with a new family dinner.

### **C. Fine Arts Boosters:**

1. N/A

### **D. Eagle Backers Boosters:**

1. Spoke with Jeff Bos looking into renting the soccer field. Ray is looking into growing sports teams at HCA.

### **E. Technology Committee:**

1. WiFi bandwidth and tracking of student devices will be looked into for future plans.

2. Chromebooks will be at \$164 per book with a price increase on July 1, 2020. Plan to buy 70 chromebooks with laptops for teachers. Potentially different plan as well.

Administration will work with Mrs. Davidson on a plan.

### **F. Ed Policy Committee:**

1. Looking into getting Bob Jones textbooks. Potential ebooks if we assign laptops to students.

### **G. Grant Committee:**

1. N/A

### **H. Finance Committee:**

1. Update: June 30, 2020 closing fiscal school year. Expenses are underspent by \$14,000 plus \$12,000 income with a positive total of \$26,000.

2. End of year letter will be sent out with a more detailed financial update.

## **II. Old Business**

**B. N/A**

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**III. New Business**

**B. N/A**

**Open Action Items**

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

**IV. Public Comment** – N/A (*reserved for comments pertaining to agenda items only and limited to 5 minutes per person*)

**V. Adjournment**

Motion to adjourn

Time: 8:18pm

Motion: Schoonbeck

Support: Fenstermaker

Ayes: 7 Nays: 0

**Minutes Certification:**

Proposed minutes respectfully submitted,

Elizabeth Fenstermaker  
Board Secretary/Recording Secretary

7/20/20  
Date

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

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Elizabeth Fenstermaker  
Board Secretary

\_\_\_\_\_  
7/29/20  
Date