

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:** 7/29/2020

**Time:** 7pm

**Location:** HCA

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

**I. Call To Order**

The meeting was called to order at 7:00pm

Motion to Open: Jacobs

2nd: Townsend

Ayes: 5 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 type="checkbox"/> Present	<input checked="" type="radio"/> 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 type="checkbox"/> Present	<input checked="" type="radio"/> Absent
Lynn Townsend	Director	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent

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A copy of the meeting minutes are available for public inspection at Heritage Christian Academy, 6312 Quail Run Drive, Kalamazoo, MI

49009 within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

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Other Attendees: Jason Miner, Sue Davidson, Steven Bohjanen, MaryBeth Allen, Melanie Simpson, Zoe Signeski, Denny Heinonen, Robin Bartell

**III. Approval of Open Meeting Minutes**

Motion to approve the June minutes

Motion: Fenstermaker

Support: Dennis

Ayes: 5 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. Update: Encouraged by staff and families by their support

B. Met with and joined the Chamber of Commerce and made several connections.

C. Developed "Return to Learn" policy and will have that accessible to the school families.

D. Dr. Beck will provide an online government class. A video presentation was made and will be sent out to the homeschool community.

E. Mask requirements have been going well with the staff.

F. Hired new 3rd grade teacher and HS science teacher. Their biographies will be coming in the Eagle Tracker this week as well as working on a one minute video.

G. Looking forward to meeting with the HS individual classes.

H. Looking into the NICHE program in the future, mainly for next school year.

I. Right Now media is online now, thank you to Randal Hadley for raising the funds for this.

J. Met with Beth Griffin House of Representatives and Chad Cunningham about marriage resources as well as the head of the homeschool community.

K. The Legit App will be coming soon, looking further into how this would work with the school.

L. Setting up weekly reading time K-5 with Mr. Miner when school begins.

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**VI. Committee Report(s)**

**A. Ed Policy Committee Report:**

1. N/A

**B. Parent Partnership Committee Report:**

1. Met today 7/29/20...would like to move forward making tentative plans for the future.
2. Will not be able to provide a new parent dinner this year.
3. Will be calling all the new families and welcoming them.
4. Providing staff treats for teacher orientation.

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

1. Working on other ideas instead of the Fall Gala due to Covid-19 restrictions.

**D. Fine Arts Booster Report:**

1. Brad will add FAB financial needs to his letter.
2. Looking forward to potential fundraisers in the future this year.

**E. Eagle Backers Booster Report:**

1. N/A

**F. Technology Committee:**

1. Would like to have a Chromebook for each student in the near future. Looking at all the different issues with more access points needed and breakage warranties, loaner laptops and carts needed for those. Also will need to add a tech fee.
2. With google classroom there is so much accessibility to potentially go paperless with the students for the Middle/High School.
3. Teachers were given an opportunity to purchase a Chromebook at a lower price and will potentially arrive in November.
4. Tad Rogers volunteered to update all the laptops, thank you.

**G. Finance Committee:**

1. Balanced Budget...Praise the Lord!!
2. Letter will be coming out soon with more detail.

**VII. Old Business**

- A. N/A

**VIII. New Business**

- A. N/A

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**Open Action Items**

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

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

**X. Adjournment**

Motion to adjourn

Time: 7:42pm

Motion: Dennis

Support: Townsend

*Ayes: 5 Nays: 0*

**Minutes Certification:**

Proposed minutes respectfully submitted,

Elizabeth Fenstermaker  
Board Secretary/Recording Secretary

8/26/20  
Date

Approved by the Board of Directors on **<August 31, 2020>**.

Lynn M. Townsend  
Board Secretary

August 31, 2020  
Date

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