

Heritage Christian Academy
6312 Quail Run Drive
Kalamazoo, Michigan 49009

Telephone: 269-372-1400

Facsimile: 269-372-6018

Email Address: hcaoffice@hcaeagles.org

Website: www.hcaeagles.org

Board of Directors

Heritage Christian Academy

Open Meeting Minutes

Date: 9/28/2020

Time: 7pm

Location: HCA

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

I. Call To Order

The meeting was called to order at 7:04 pm. Zoom invite for parents and staff.

Motion to Open: Gayle Jacobs

2nd: Beth Fenstermaker

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	Director	<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	Secretary	<input checked="" type="radio"/> Present	<input type="checkbox"/> Absent

Other Attendees: Jason Miner, Melanie Simpson, Justin Cary, The Kluesters, Jim Wessing, Sue Balkema

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Prayer by Gayle Jacobs.

III. Approval of Open Meeting Minutes

Motion to approve the August minutes

Motion:

Support:

Ayes: 0 Nays: 0

IV. Administrator's Report(s)

A. Update: Jason Miner

1. Ephesians 4:16 - A gathering is formed around a shared cause for the group; multiple opinions to achieve goals; when Christians unite in a cause, the Spirit is there for a Holy, God-glorifying purpose. We hope for more in our community at HCA - united to provide and support Christian education, united in Christ, overjoyed how we can join together in the efforts laid before us. We are stronger for the challenges of 2020.
 2. Free webinar on Instagram - posting teachers' prayer nooks and school happenings; working on more interactive posts with comments. Goal is to also have students engage in this social media platform. New idea: Teacher thank-you.
 3. Two new students enrolled: 11th, part-time in Learning Lab.
 4. K-5 reading time with Mr. Miner
 5. Professional development - spiritual (1st Wednesday, Richard Foster book on prayer); personal (Kathy Cook's book 8 Great Smarts - different student learnings styles); 3rd Wednesday (organizational - 'urgency'); 4th Wednesday (transformational - self-directed time); and 5th Wednesday (catch-up time)
 6. Chamber event: Connected with Open Roads - J-term apprentice program opportunity
 7. Friday morning worship: student-led after first period, outside in parking lot, songs and worshipping together
 8. Dale Shugars, running for Kalamazoo County Commission, spoke at Dr. Beck's history class - Jason to further connect
 9. Finding the student groove in the routine with social distancing, masks
 10. Praise God - no COVID-19 cases, verbal accommodation from Health Department for HCA's process
 11. Online history class with homeschool network - very excited about Dr. Beck's presentation; green light endorsement; connections to Ohio and Illinois homeschool groups; goal is local success before expanding to other states
-

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V. Committee Report(s)

A. Ed Policy Committee Report: Jason Miner, 9/21/2020 update

1. Strahan, Koning, Davidson, Simpson, Miner
2. Evaluating health program - Miss Mroczek for HS and Strahan for elementary
3. Evaluating PE with Mrs. Dennis
4. Implementing the changes made last year for Bible and other curriculum changes
5. Review: pre-K for K prep, others
6. Exploring: shared teacher time (e.g., Comstock and Gull Lake; more input from Kazoo Christian administrator)
7. Google products exclusively or MS and Google products together - looking at technology next steps

B. Parent Partnership Committee Report: Melanie Simpson

1. Working to keep us connected, encouraged
2. Meeting at homes for monthly meetings
3. Completed reaching out to each new family and partnering them with current families
4. Recruiting a few homeroom parents
5. Continuing staff birthdays monthly celebrations
6. Working to provide a meal for staff for parent-teacher conferences - catered meal
7. Helping with family movie night coming soon
8. Current committee about 8 persons

C. Marketing and Development Committee Report: Beth Fenstermaker

1. Saturday movie night preparations in place: 5:30p invite families and friends, community members; food trucks and bakery donations; movie begins at 7:15p with school update; 11th graders selling popcorn, candy and water; park and watch from car; or set-up blankets and chairs; \$10/person, 5 and under free; our big operational fundraiser; can sponsor event if interested

D. Fine Arts Booster Report: Sue Balkema

1. Struggling with planning fundraisers - starting to have more opportunities
 2. Instrument repairs going to band; example flute \$300 for pads and cleaning
 3. 5th grade band mandatory - instrument fee waived
-

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4. Good relationships with Meyer Instruments; new flute \$150
5. Consider another option for 5th grade band next year - maybe a small charge or ½ charge for 5th grade band; \$100 fee will cover instrument cleaning, for example, that's need yearly
6. Art: Extra cost to families because of COVID restrictions - supplies cannot be shared, parents need to purchase supplies
7. Fine Arts needs to shine to give supplies to parents and teachers to help with art supplies; example charcoals and pastels
8. Can find out how many families had to purchase extra supplies this year? The purpose of the Fine Arts Boosters is to help ease the costs of the arts programs and make it easier to do for our students (and families)
9. Do we know why our band participation isn't higher? Total estimated band: entire 5th grade, middle school about 7, high school 1
10. Request: Do we do some kind of stipend? FAB to discuss ideas at next meeting.

E. Eagle Backers Booster Report: Joel Schoonbeck

1. Nothing new to report.
2. Soccer and volleyball going well.

F. Technology Committee:

1. Nothing new to report. No meeting in September.
2. Chromebooks will be available in November for teachers.
3. Mrs. Davidson had a new computer donated and she's thankful.

G. Finance Committee: Brad Dennis

1. Call-out that the Drive-In Movie is our big fall fundraiser, in place of Gala.
2. The school operates through tuition, donations, and gifts - to continue to help us be good financial stewards and meet our financial obligations.
3. For the school year, looking for \$300k for fundraiser gap for the year. Support of PPP working through those details. Crucial and important to build into this community and all that God has in store for our community.
4. Last year, raised ~\$240k in our fundraisers and giving. God delivered! Continue to pray!

VI. Old Business

- A. None.
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To prepare students for a life of service by teaching, modeling and encouraging Biblical principles while pursuing academic excellence.

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VII. New Business

A. None.

Open Action Items

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

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

A. None.

IX. Adjournment

Motion to adjourn

Time: 7:46pm

Motion: Beth Fenstermaker

Support: Joe Schoonbeck

Ayes: 7 Nays: 0

Closed in prayer: Joel Schoonbeck

Minutes Certification:

Proposed minutes respectfully submitted,

Lynn M. Townsend
Board Secretary/Recording Secretary

September 28, 2020
Date

Approved by the Board of Directors on October 28, 2020.

Lynn M. Townsend
Board Secretary

November 15, 2020
Date

A copy of the meeting minutes is 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.