



Heritage Christian Academy
6312 Quail Run Drive, Kalamazoo, Michigan 49009
269.372.1400
www.hcaeagles.org

April 26, 2021

**The Heritage Christian Academy Board of Directors
OPEN Meeting Notes**

The following summary highlights the Heritage Christian Academy Board of Directors Open Meeting:

- **Meeting Date/Time:** Monday, April 26, 2021, 7 p.m.
- **Location:** Heritage Christian Academy, Kalamazoo, Michigan
- **Meeting Outputs – Results**
 - Alignment on Administrative Progress towards the HCA Vision
 - Alignment on School Year Close-out Plans
 - Alignment on New School Year Plans
 - Building the HCA Community
- **Meeting Inputs – Information/Research/Pre-work/Proposals**
 - Administration Report: Jason Miner
 - Education Policy Report: Jason Miner
 - Parent-Partnership Committee: Melanie Simpson
 - Technology Report, Brad Dennis
 - Finance Report, Brad Dennis
 - Marketing & Development Report, Beth Fenstermaker/Gayle Jacobs
 - Fine Arts Boosters Report, Beth Fenstermaker
 - Eagle Backers Report, Joel Schoonbeck
- **Meeting Agenda – Meeting Activities/Flow**
 - Open in Prayer
 - Call to Order
 - Approval of the Previous Month's Meeting Minutes
 - Highlights of Committee Reports – 20 minutes
 - HCA Celebrations & Public Comment – 5 minutes
 - Closing Prayer
 - Adjournment



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- **Board Member Attendees**

- Brad Dennis – Director & Finance
- Beth Fenstermaker – Director & Marketing/Fine Arts
- Gayle Jacobs – Director & Marketing
- Greg McCormick – Director & President, Stewardship
- Casey Pawell – Director & Stewardship
- Joel Schoonbeck – Director & Vice President, Eagle Backers; not in attendance
- Lynn Townsend – Director & Secretary, Marketing
- Jason Miner – Chief Administrator
- Other Attendees: Liz Carey, Sue Davidson (Zoom), The Kindig Family, Melanie Simpson (Zoom), Collin Schuiteboer, Jim Wessing, and Jenna Yetman

- **Roles**

- Facilitator/Timekeeper: Greg McCormick, President
- Scribe: Lynn Townsend, Secretary
- Great Input: All

Call to Order: 1st – Gayle Jacobs; 2nd – Casey Pawell

Vote: Ayes 6, Nays 0

Opening Prayer: Gayle Jacobs

Previous Month Minutes Approval: 1st – Beth Fenstermaker; 2nd – Brad Dennis

Vote: Ayes 6, Nays 0

Discussion

- Administrative Report provided by Jason Miner
 - Parent survey in Eagle Tracker the past two Fridays; looking forward to opportunities to improve our school based upon this feedback
 - Twenty-seven new students have begun the enrollment process as of 4/19/21; 186 student count based upon adding these potential students
 - New hires for staff:
 - Julie VandeGiessen as secretary
 - Interim Spanish: Mrs. VanDyke teaching Spanish 1 & 2; and Mrs. Ives elementary
 - Continued prayers for Ms. Castro's health
 - Interviewed four candidates for the second-grade teacher opening, three have been vetted for second round interviews
 - Graduation details are being finalized



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- Mid-May: Sexual identity with Souled Out group's – what it means to be identified in Christ; reference *Understanding Sexual Identity* by Mark Yarhouse
 - First hour tardy policy being changed to accommodate young drivers when they are running late – includes a more holistic approach to grace and discipline
 - Storage facility: Consumer Math class doing cost and financial analyses and creative writing also covering with an analytical paper; two students will attend the zoning meeting in June to represent HCA; seventh grade working on blueprint modeling and grid design for this project
 - Joel Schoonbeck working on a greenhouse project – more information to come
 - Christ Followers for Change – Jason working with them for possible scholarship for a Learning Lab student
 - No more sanitizing between classes per CDC; sanitizing in the evenings after school
 - Working on an 'adopt the landscape' at the school
 - *About You* lunch for seniors with Jason Miner; \$180 donation was made to help cover lunch at Ted & Marie's Restaurant
 - Winner of *Authentic Christian Community* essay was MacKenzie Rogers
 - Field trips are beginning again!
- Ed Policy Update by Jason Miner
 - No meeting until Jason's return from BJU conference
 - Parent-Partnership Committee by Melanie Simpson
 - Reached out to new parents for a connection
 - Kim Weiss and Jen Houtman organizing homeroom parents, including the auction baskets
 - Ellen McCormick assisting with monthly teacher appreciation and May's staff/teacher appreciation events
 - Committee also supporting the auction
 - New leadership needed for next year, core group will be polled
 - Marketing & Development Update by Beth Fenstermaker
 - Fundraising auction is Saturday, May 8, 2021
 - Live, silent, personal bidder options with Zoom registration ahead of the event
 - Junior class providing childcare at the event
 - Almost fully staffed for volunteers from parents and students
 - Please share and invite others!
 - Masks will be required during the auction
 - Don't rule out 'out of staters' that can attend on Zoom link
 - Mrs. Davidson putting picture of items to be auctioned on the HCA website



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- Fine Arts Boosters Update by Beth Fenstermaker
 - Art Hop Show on Friday, April 30 at The Point, 7 p.m.
 - Some students will have their art for sale

- Eagle Backers Update by Mr. Miner
 - Annual Golf Outing at 10 a.m. on May 17, 2021
 - Entry fee is \$100
 - Currently sixty (60) signed up to participate
 - Jason Miner will share with each golf team about the HCA vision

- Technology Committee Update by Jason Miner
 - Fiber optics being updated as part of our maintenance budget

- Finance Committee Update by Brad Dennis
 - HCA received a second round of PPP
 - Favorable position of cash on hand vs. previous years
 - Continue to receive donations and fundraising; behind in fundraising because did not have Gala last fall; donations are up vs. expected pace
 - Expenses are right at budget

- New Business: None.
- Public Comment: None.
- Close Meeting: 1st – Beth Fenstermaker; 2nd – Lynn Townsend
- Vote: Ayes 6, Nays 0
- Close in Prayer: Casey Pawell

Meeting Minutes Approved

Date: May 24, 2021

Setting: Open Board Meeting, HCA

Motion: 1st – Beth Fenstermaker; 2nd – Joel Schoonbeck

Votes: Ayes 7, Nays 0

Signature: Lynn M. Townsend, Board Secretary