

HCS School Board Meeting Minutes Jan 19th, 2017

Attendees: Marty Flickinger, Kenny Kessler, Robert Hughes, Mike Claassen, John Woodward, Mic Pfeifer

Absent: John Schonfeldt

Others: Janeal Lischke

I. Call to order at 7:10

II. Devotion – John Woodward

III. Amend or approve agenda

Claassen motioned to approve agenda, Kessler seconded, approved with no dissent.

IV. Approve minutes

Claassen motioned to approve minutes from Dec 15 meeting, Pfeifer seconded, approved with no dissent.

V. New Business

a. Audience: Mr. Juedes

b. Policy review

- i. 5.1 – Administrator (CEO) Evaluation
- ii. 5.2.1 – Evaluation for the Tech/RenWeb Supervisor
- iii. 5.2.2 – Evaluation for the Office Manager
- iv. 5.2.3 – Leave Time and Benefits
- v. 5.4 – Salary Schedule (new)
- vi. 5.5.1 – Administrator Job Description
- vii. 5.5.2 – Office Manager Job Description
- viii. 5.5.2A – Office Receptionist Job Description
- ix. 5.5.3 – Admissions Coordinator Job Description
- x. 5.5.4 – Teacher Job Description
- xi. 5.5.5 – Athletic Director Job Description
- xii. 5.5.6 – RenWeb and Technology Administrator
- xiii. 5.5.7 – Business Office Administrator Job Description
- xiv. 5.5.8 – Elementary Principal Job Description
- xv. 5.5.9 – Upper School Principal Job Description
 1. Claassen motioned to add new policy 5.4 as submitted. Kessler seconded. Passed with no dissent.
 2. Flickinger motioned to accept other policies with minor changes. Pfeifer seconded. Passed with no dissent.

VI. Administrator's Report

Administrator's report was presented covering the following topics.

Spirit Week and Penny Wars

Ski Trip
Blood Drive
ACSI Writing Festival
Cair Paravel Fine Arts
ACSI Math Olympics
Board Representative at PTF Meeting
Admissions
PSAT Results
Pastors' Breakfast
New Calendar
Repairs/Maintenance

VII. Committee Reports

PTF - No report

Admissions - See administrator's report

Education/Tech –No tech report submitted

Long Range Planning – Administrator's report

Financial – Balance sheet and P&L for Dec 2016 presented

Fundraising/Publicity – Storehouse report submitted

VIII. Old Business

- a. Storage Building – Working on plan including budget.
- b. Water Runoff – Need clarification before approving B&C guttering work.
- c. Mechanical Systems – Received budget pricing from one contractor.
Waiting on same from other contractors.
- d. Board Member Search Committee – Discussion on possible candidates
- e. Website Update – Board sampled current state of new web site

IX. Open Forum

X. Executive Session

- a. Entered at 9:40. Exited at 9:48

Kessler motioned to adjourn. Pfeifer seconded. Adjourned at 9:50.

Submitted by Marty Flickinger