

## **PCS Board of Directors Meeting Minutes 8-20-2020**

**Location:** Park Christian School

**Board Members Present:** Sarah West, Veronica Wyland, David Sigler, Ryan Carlson, Matt Castagna, Brenda Richman

**Board Members Absent:** Luther Stueland, Nick Tunheim

**Others Present:** PCS President Chris Nellermoe, Amanda Schouweiler

The regular meeting of the Park Christian School (PCS) Board of Directors was called to order by Board Chair Sarah West on 08-20-2020 at 4:01 p.m.

Veronica Wyland shared devotions and prayer. (Read scripture from Exodus 1) Fear reveals hopes. Fear of anything but God is harsh and brings persecution. Fear of the Lord allows us to love others and allows others to thrive.

**4:12pm -Motion to approve the agenda.**

-Edits are needed.

-Motion to approve amended agenda. **M/S/C**

**4:14pm – Consent Agenda with Monitoring Report accepted. M/S/C.**

**4:17pm – Minutes from August 6<sup>th</sup>.**

- Tabled until September until everyone can look at the requested edits.

**4:34- Monthly Financial Report.**

New proposed budget with K and 1 FTE additions presented; tabled and to be accepted in September

PPP-Loan/Grant is approximately \$530,000

Board Treasurer will begin to meet with staff accounting team monthly, prior to each board meeting.

**4:40- President's Report**

**New hires:**

- Registrar- Interviews have taken place and an offer has been made, waiting for contract to be signed, anticipated start date of 8/24/2020
- Office Manager- Interviews conducted, offer extended and position accepted by Melissa Evans. Start date of August 31, 2020
- PE- Interviews conducted, offer extended, and position accepted by Jonah Lange as physical education teacher at PCS. New teacher in-service training on August 21.

**Playground/Recess:**

Dirt work delayed the start of the project, but we anticipate that in early September it will be installed

**Re-Entry Plan for COVID-19:**

- Sanitization and cleaning procedures are in place.
- COVID Programmer- Jennifer Penny
- Start at a Level 2; watching community cases to change levels, with the hope of eventually returning to a 'normal' school routine.

**5:21pm- Motioned to receive the president's report. M/S/C**

**5:22pm – Task Force report on Carver Governance Training/Consultant options**

One additional consultant was interviewed by the task force and a request for proposal was received from Dwight Jarboe. Discussion on selecting Mr. Jarboe's proposal to lead us through a seminar and subsequent follow-ups to enhance our governance model, policies and structures. His fee is, \$1,000 for the seminar and no additional costs, other the travel for additional support.

**Motion to accept task force recommendation. M/S/C**

**5:32pm-** Training with Doug Rogness in Carver's Policy Governance model will take place on the weekend of September 24-25. More details to come.

**5:32- Ninth Open Board position. Board President will check with member churches to determine nomination.**

**5:34- Review board policy 4.4 "Agenda Planning" and 4.10.2 "Board size, selection, and tenure" – Discussion on 4.10.2:**

Immediate family members of school employees cannot serve as board members.  
Motion to add the word "full-time" to employees and determine what is "full-time".  
Currently it's 0.67- Verbiage used will be "eligible benefit receiving" is full time.  
President will define immediate family and keep immediate family in verbiage.

**5:41- Motion to accept policy 4.10.2 received. M/S/C**

**5:44pm – Policy 4.4 "Agenda Planning" Edits**

Policy 4.4.3.2- Change from 30 to 10 days to planning 7 days prior to prepare the board agenda  
Policy 4.4.3.4 - Board members notified by the board chair of all requests not just denied requests. Discussion point- Also change from 30 days to 10 days for parents as well to submit requests to prepare the board agenda.

**5:51- Motion to change 4.4.3.2 and 4.4.3.4 from 30 to 10 days before the board meeting. M/S/C**

**5:51- President's Performance Appraisal Discussion**

Discussion on what and how this is completed

6:02- Veronica- led ending corporate prayer.

**6:12- Executive Session**

Next meeting will be September 17 at 4:00pm, Ryan Carlson will do prayer and devotions at the next meeting.

6:13pm motion to adjourn the meeting. M/S/C