**HCS School Board Meeting Minutes – May 27, 2021**

Attendees: Mickey Ballinger, Jackie Claassen, Derek Fowles, Robert Hughes, Kenny Kessler, Justin Tompkins

Absent: Megan Green

Other: Janeal Lischke

Guest: Amanda Smallwood

1. **Call to order** at 7:04
2. **Devotion and Prayer –** Justin Tompkins – Daily Strength for Men – The Rock
3. **Amend or approve agenda –** May 27, 2021

Kessler made motion to approve, and Tompkins seconded. Approved with no dissent.

1. **Approve Minutes of Board Meeting:**  April 15, 2021

Motion to approve as amended by Fowles, seconded by Tompkins. Approved as amended with no dissent.

1. **New Business**
2. Guest Amanda Smallwood
3. Board elections –
	1. President – Robert Hughes nominated Kenny Kessler. Approved with no dissent.
	2. Vice President – Justin Tompkins nominated Derek Fowles. Approved with no dissent.
	3. Treasurer – Marty Flickinger nominated Megan Green. Approved with no dissent.
	4. Secretary – Marty Flickinger nominated Jackie Claassen. Approved with no dissent
	5. Said goodbye to Robert Hughes who has faithfully served on the board for several years. Presented with a parting gift.
4. Policy review
	1. 5.5.1 (Administrator Job Description) – added 5.5.1.2.11
	2. 7.3.4 & 7.5 (Admissions) – revised 7.3.4 to define admissions committee and referenced new admissions committee in 7.5
	3. 8.1 (Curriculum) – no change
	4. 8.2 (Traditional Christian Education) – updated 8.2.1.2 to make more readable. Updated numbering.
	5. 8.3 (Promotion-Retention) – updated 8.3.2 to clarify when tutoring is required – one F or more than one D in core subjects. Change ‘language arts’ to English
	6. 8.4 (Tutoring) – updated to align with core subjects in 8.3 and one F or more than one D in core subjects.
	7. 8.5 (Graduation) – removed sentence referencing students who will graduate in 2018, 2019 or 2020.
	8. 8.6 (Grading) – added 8.6.2, 8.6.3 and 8.6.4 to add requirement for attending study hall when students have D’s or F’s, missing work or absence(s).
	9. 8.7 (Academic Testing) – Remove reference to PSAT and add “Students in grades 8-12 take the Classic Learning Test (CLT).”
	10. 8.8 (Library Collection Dev) – no changes
	11. 9.13 (Student Appearance) – rewrote 9.13 HCS code of student dress and appearance
	12. 10.3 (PSC Credits) – added definition of single parent family, increased rate for unfulfilled PSC’s to $15 and added ability to accumulate PSC’s

Motion to approve all changes to above policies by Fowles, seconded by Mick Ballinger. Approved with no dissent.

1. **Administrator's Report**
2. Gas Bill Donations: Raised $13,600 for the gas bill. The excess donations will be used to cover summer utility bills.
3. Graduations: We had ceremonies for kindergarten & 8th grade promotions and high school graduation. All events went well.
4. Field Day: Field day was on May 17th. Rain caused most events to be inside. Field day was followed by the awards ceremony for students.
5. Summer Camps & Doxazo: We will not have summer camps. We will have open gym time and high school basketball workouts and league play. We will also have Doxazo here in July. They will pay $25 per hour that they are using our facilities.
6. Staffing: No new staff has been hired. We need a janitor and it is recommended to hire a 4th grade teacher when we have enough students.
7. Roof Repair: Kenny Kessler has been working to repair roof leaks in the 3rd grade room and hallway.
8. Floors: Mr. Fanning has been scrubbing/stripping/waxing floors. Mr. and Mrs. Current have been emptying rooms. The school still needs someone to clean carpets. The gym floor is being scheduled.
9. Emergency Lights: Roger Ozias has been rewiring the emergency lights.
10. End of Year Tasks:
	1. Books have been ordered from BJU and Abeka for next year.
	2. Report cards have been finalized and mailed to those families that do not have outstanding balances.
	3. Families were emailed and billed if they still owed for lunches, books or PSC’s.
	4. Transcripts, calendars, school supply lists and other items will be sent out next week.
	5. We are waiting for standardized testing and expect it soon. Results will be sent in the mail.
11. Enrollment: Numbers constantly changing. Right now there are about 124 full time students and 8 preschool.
12. Theme for 2021-2022: Growing in Faith – Colossians 2:6-7 “Therefore, as you received Christ Jesus the Lord, so walk in Him, rooted and built up in Him and established in the faith, just as you were taught, abounding in thanksgiving.
13. **Committee Reports -**

**PTF** – update given

**Technology** – no report

**Fundraising/Publicity** – no report

**Academic –** see Administrator’s report

**Spiritual –** no report

**Building Maintenance** - see Administrator’s report

**Financial** – balance sheet presented

**Admissions –** report submitted with Administrator’s report

1. **Old Business**

A. Grounds maintenance – discussed material hauling of gravel and sand for south grounds.

B. Building maintenance - filters need to be changed/cleaned, gutters cleaned, roof repairs made – Kenny will coordinate work

1. **Open Forum**
2. **Executive Session** – Entered at 10:43. Exited at 11:18.

Motion to adjourn by Fowles, seconded by Flickinger. Meeting adjourned.

Submitted by Jackie Claassen.