

Hope Community Christian Academy

Serving Christ, education children, empowering families

School Board Meeting Minutes August 9, 2022

Attendees:

Toby Roderick	Melissa Lee
Maggie Reed	Misti Witt
Stacey Puls	Brittney Avery
Tia Swanemyr	Misty Rathjen
Aaron Hamstra	
Dorothy Williams	
Kate Williard	
Tandy Nossaman	
Yvonne Chapman	

Call to order: Toby at 5:05 pm

Opening Prayer: Richard

1. Approval of agenda: Change was made to the agenda, there will be no executive meeting after the board meeting and addition under 7. Other Business, add a B. Formation of Building Committee.

Motion to approve the agenda with changes was made by Tia, Dorothy second and motion passed.

2. Public Comment:

- a. Misti Witt had questions regarding how the two new staff positions were filled. She discussed that the by-laws state that the hiring of new staff have to be approved by the board, but a school wide email went out announcing the hiring of the teachers before that took place. Yvonne states that the new hires were told that their hiring was pending board approval and she explained that there was a group made up of seven teachers that were involved in the interviews. Melissa points out that through the years the process has looked different. Brittany asked if having teachers hire teachers was a conflict of interest. Toby discussed the process of Yvonne doing the interviews then bringing her recommendations to the board for the board to either approve or disapprove.
- b. Misty Rathjen shares concern for the hiring of a non-certified teacher. Yvonne discussed reasons why they hired the teacher, talked through a new mentor program that will take place with the non-certified teacher. Jeff Misner and Jenny Guy will step in as paid mentors to give guidance and help. Yvonne said that the two new teachers were told it would be a one-year agreement. The hiring of Mollie Cundiff for the math position will open a para-professional position that

will need to be filled. Tandy shared her thoughts on the interview process, the steps that went into the decision and how they did not make the decision lightly. Discussion followed. Toby stated that the email that went out before the board approval was more of a communication issue. More discussion took place regarding the mentor roles and new mentor program. Yvonne talked about the pay for the non-certified teachers is less than certified teachers. The money that was budgeted for certified teacher pay will be used to pay Jeff and Jenny. More discussion followed. Kate talked about her role in the hiring process, how it was made with lots of prayer.

3. July Minutes: ***Aaron made a motion was made to approve the July minutes as written, Maggie second, and minutes where approved.***

4. Treasurer's Report:

Current bank balance is: \$309,571.59

Toby asked questions to clarify what was in certain accounts. Misti Witt explained what they are and talked about two invoices that are in ask my account that are awaiting more information.

Maggie moved to accept the treasure report, Tia second and motion was passed.

5. Yvonne Update:

- a. Enrollment Update: Yvonne shared that we had 3 families disenroll in the last week. We have waitlist for kindergarten, second and third grade, as well as preschool. We will have two sixth grade classes this upcoming school year. Yvonne explained how the middle school will rotate between the varies classrooms. Tandy and Tom will be teaching middle school chapel this year. Maggie asked if current families have been made aware of the extra sixth grade and Yvonne answered that they had not. Discussion followed about capping classes versus adding more classes in other grades. We have 7 new families this year. Our total current enrollment is: 114 K-8th grade, 16 in Pre K, with a total of 130.
- b. Staffing Update: Yvonne recommended the hiring of Barb Swain for middle school Science and Mollie Cundiff for middle school math. Discussion followed. ***Aaron made a motion to approve Barb Swain as the new middle school science teacher, Richard second and motion passed. Aaron made a motion to approve Mollie Cundiff as the middle school math teacher, Stacey second and motion passed.*** Yvonne recommended the hiring of Jeff Misner and Jenny Guy as mentors, paid on an hourly basis. ***Tia made a motion to approve the hiring of Jeff Misner and Jenny Guy as mentors, Dorothy second and motion passed.*** There was a discussion and recommendation to have a policy/agreement/contract with the mentors. Questions were asked about what would happen if someone who is certified applied during the school year. Yvonne answered that the new hires are hired for one year so anyone that would show interest will be considered for the following school year. Questions were then asked about the

process to hire a new paraprofessional and how it is outlined in the by-laws. Yvonne will email the board her recommendations for the board to approve or disapprove.

- c. Back to School Plan: Yvonne shared the dates that are coming up for back to school. August 15th is back to school for teacher and a volunteer workday. August 18th is the new family orientation and an all-school ice cream social in the evening. August 22nd is an all-family co-teacher workshop. It was asked if we could do zoom for all board meetings, the school board will discussion that option at another meeting.
6. Dorothy, library update: Dorothy brought the library newsletter, there is a new hire at the library, all the summer programs are over. Dorothy will get Jennifer a digital copy of the newsletter to go in the parent info emails.
 7. Other business:
 - a. Misti Witt talked about the school's financial aid and how the FAST program works. The school gives 50% of what FAST recommends but this year we do not have enough funds to give to all the families that qualify. Misti's recommendation is to omit the preschool from the financial aid program. If we did that it would leave enough funds for the other grades. Discussion followed and the board agreed with the recommendations. It was decided that the preschool would not be included in the school's financial aid program. More discussion followed on other ways families can be helped with tuition i.e., Catch an Eagle program, cleaning. Kate recommended we make sure we have very clear communication to the families. The idea of getting funding for the preschool was brought up and discussed. Tia will look into universal funding a bit more.
 - b. Toby discussed that the board would like to help Yvonne in any way they can to create a policy manual for teachers/staff. Tia will look into a few resources for a template to see how it could help. Stacey will look into past polices that were started and get those to Yvonne.
 - c. Toby explained the need for a building committee to form. Our building is in question for the upcoming school year due to the age of the building, if the school district sells it to the town of Ignacio, and the uncertainty of what either group would do with the building in the coming years. It was decided that the committee would have three board members on it: Tia, Toby, Aaron. It was also decided that having some staff members and parents are needed, Ms. Kate volunteered to be on the committee. Tandy suggested we get a prayer group together to pray over this and our school's future. Melissa suggested we also take this issue to the local churches and Misti mentioned that the Cowboy Church could be a possible partner. Other ideas were discussed regarding leasing the building and what could happen.

8. Things to pray about:
 - a. Our Building
 - b. School Families
 - c. Fair Kids

9. Closing Prayer: Toby

Meeting was adjourned at 7:02 pm