

Cornerstone Christian Academy
Board of Directors
January 12, 2023

Members present: Paul Buckley, Elinor Casoni, James Colcord, Dan Helgerson, Cindy Hyatt, Steve Smith

Also present (6:30-7:20): Pierre-Luc Rivard, Mike Christiansen

Notification of Approval: Minutes of December 19 Board meeting

- Communications to Staff, Families and Individuals
- Motion by Mr. Helgerson seconded by Mr. Buckley to hire Jenny Richards as Teacher Assistant for 15 hours per week for the remainder of the 2022-2023 school year. Four approve; one abstention.
- Motion by Ms. Hyatt seconded by Mr. Buckley to allow increase in K/1 class size for the remainder of the 2022-2023 school year. Unanimous approval.
- Motion by Mr. Helgerson seconded by Mr. Colcord to market the donated property in Tamworth. Unanimous approval.

Mr. Buckley called the meeting to order at 6:02 PM. Mrs. Casoni opened with prayer followed by a devotional by Mr. Helgerson based on Matthew 18 and Galatians 6:1-5 about the Biblical requirement for both the offender and the offended to seek reconciliation.

Status Report presented by Mr. Rivard and Mr. Christianson

- Positive atmosphere overall; more collaborative environment; teachers showing more initiative
- Jenny Richards has been an appreciated addition to the staff
- Workload for Mr. Rivard has evened out since Christmas; staff development has taken a back seat to managing operations for Mike; stress around unresolved issues is affecting performance
- No pressing needs noted at this time
- Finance: Currently, we anticipate a \$63,000 deficit. Mr. Rivard will provide the Board with the YTD vs. Budget and Profit and Loss reports from QuickBooks monthly. Mr. Smith will continue to take the lead on monitoring status.
- Mr. Rivard presented a proposed calendar for the 2023-2024 school year. His work on this is commended. The final draft will be presented for approval at the February meeting after the GWRSD calendar is available.
- Events: There was a brief discussion about Events Calendar for 2023-2024 particularly major fundraisers. Megan Johnson, PTO Chair, may be invited to the February Board meeting for further discussion
- Promoting Preschool: After discussion, it was suggested that focusing on word-of-mouth opportunities such as Visit Free Day pass, Try a Day, Bring a Friend, and encouraging social media posting/sharing.
- Minutes from the Board meetings will be posted on the website. Ms. Hyatt will send the minutes from 2022-2023 for the Board to review prior to Mr. Rivard posting them.

Next Steps with School Administration: Extensive discussion around the input of Pastor David Scott (reconciliation/mediator) and the best path to pursue in reestablishing the Administration for future success in a way that glorifies God, grows the community in discipleship to Christ, fulfills our spiritual responsibility to our faculty and staff, and is sustainable beyond individuals. Specific action items resulting

- Mr. Helgerson will arrange for follow-up mediation meetings with Dave Scott
- Mr. Buckley and Mr. Helgerson will meet with Mr. Wuori
- Ms. Hyatt will review administration job descriptions and provide recommendations

Apartment Renovations/Lease: On the suggestion of Mr. Buckley, rents for the apartments are established at \$1,100 for Apt 1 and \$1,300 for the Apt 2. Mr. Buckley will take responsibility for leasing Apt 1 and initiating renovations that need to be completed for occupancy. Mrs. Casoni will provide a lease agreement.

Policy Review: Mr. Smith presented recommendations for revision of Policy #300.004. **Mr. Colcord made a motion seconded by Mr. Buckley to accept the policy revision as presented. Motion passed unanimously.**

The meeting adjourned at 9:49 PM with prayer by Ms. Hyatt.

Respectfully submitted,

Cynthia Hyatt
Secretary