

Cornerstone Christian Academy
Board of Directors
March 13, 2024

Members present: Sophia Bishop, Paul Buckley, Elinor Casoni, James Colcord, Joshua Duprea, Dan Helgerson, Cindy Hyatt, Darrin Forehand
Also present: Pierre-Luc Rivard, Lisa Goodwin

Notification of Approval: Minutes of February 14, 2024 Board meeting
Minutes of the February 26 and March 7 Non-Public Sessions

On a motion by Mr. Helgerson seconded by Mr. Colcord, Georgene Sellinger was approved to fill the social studies/science teaching position from March 10 to the end of the 2023-2024 school year.

The meeting opened with prayer by Mrs. Bishop at 6:01 PM. Mr. Rivard provided a devotion on the 8th Tenet of the Statement of Faith – I believe in the resurrection of both the saved and unsaved.

Personnel Turnover: Ms. Hyatt shared recommendations based on input collected over the past month which focuses on three equal positions – School Administrator, Finance Manager, Operations Manager. Both the School Administrator and Finance Manager will be part-time the length of which will be determined as part of the budget process. After discussion, agreement by consensus was to go forward with the included job descriptions to advertise for the Finance Manager and Operations Manager positions immediately. Mr. Rivard will post them on the website and social media and send an email to the CCA community. Mr. Forehand suggested that we also send the job postings to other Christian schools in NH. Elementary teaching position will be posted as well. Mr. Buckley will follow-up on costs for contracting Accounts Payable/Receivable.

Fundraising and Social Media Campaign: At the end of February, we had raised \$32,800 toward the \$60,000 Matching Gift. Social Media has been focused on Preschool enrollment. It will be used to advertise administrative positions.

Budget and Cashflow: Cashflow is tight and will be even more tight by mid-April.

High School Option: Mrs. Goodwin presented a proposal to offer a high school program based on the Liberty On-Line High School curriculum. CCA would provide a teacher Monday through Thursday to supervise the program, provide tutoring, develop project-based activities, and organize group activities for the high school students. Tuition will be \$4,232 for 41 week program. A single day per week option will be offered to Homeschool students for a tuition of \$1,250 annually. Mr. Colcord made a motion seconded by Mr. Buckley to proceed with the high school program as proposed if there is a minimum of 6 students enrolled. Motion passed unanimously.

Spring Production of *Tom Sawyer* on May 6: The donation of the rental cost of the Kingswood Arts Center (\$2,355) did not come through. Although the Board supports this program unconditionally, there are no funds available at this time.

Personnel Issue: After extended discussion, Mr. Helgerson made a motion seconded by Ms. Hyatt to hold to our previous decision with an acknowledgement to the employee. Motion passed unanimously. Mr. Buckley and Mr. Duprea will schedule a meeting with the employee.

Radio Advertisement: Mr. Duprea investigated options on local Christian radio stations. His recommendation is that the benefit is unlikely to be worth the cost.

Enrollment Campaign: The Board decided to plan an Open House on April 15 from 6-7 PM. Mrs. Bishop will take the lead on organizing. Mr. Duprea will promote this event.

Mr. Forehand will schedule and make a list of projects for a Spring Clean-Up Day. Mr. Buckley will assist with implementation.

Mr. Forehand closed the meeting with prayer at 8:45 PM.

Respectfully submitted,

Cindy Hyatt
Secretary