



Board of Directors  
September 10, 2020

Members present: Jason Anderson, David Baker, Jon Beam, James Colcord, Dan Helgerson, Cindy Hyatt, Robin Lyle, and Susan Teryek. Also present were Headmaster Jim Miller, Lisa Sargent, Jill Taylor, Lilli Anna Henderson, Mitch and Gloria Yeaton representing White Horse Recovery, Mary Beth Bowling, Sarah Whitten, Susan Beam, Carolyn Yule, and Deb Gagne.

Mr. Anderson called the meeting to order at 6:10 PM and Mr. Lyle opened the meeting with prayer.

Minutes from the September 3, 2020 meeting were approved via email review and vote.

Mitch Yeaton, founder of White Horse Recovery, shared that his agency is considering purchase of land that abuts ours to the north in order to build the campus for a residential treatment program for individuals recovering from addiction and substance abuse. The long-term goal is a tiered program that starts once an individual is chemical free through to independent participation in work, community and family life. This is a Christi-led program which will involve treatment as well as skills training, job placement, and sober living skills. Participants are supervised at all times and those who cannot follow the rules for participation are removed immediately. Concerns expressed in Ossipee Village (another proposed location) are safety and increased traffic in the neighborhood. Mr. Yeaton is requesting the Board's support of this facility on the abutting property before they proceed with purchase. Site plans and more details will be provided should the project move forward.

Headmaster's Report: Mr. Miller reported that there has been no significant change in potential enrollment and none is expected until there is clarification on start date and teachers. Interviews with 3 teacher candidates have occurred and the interviewers are recommending two for hire. Mrs. Bowling was asked to share the recommendations from teachers for grades 4-8. There are two scenarios. One involves G4/5 and Middle School as stand-alone classes with Mrs. Bowling teaching Latin to Middle School and Mrs. Sellinger teaching Science to 4/5. The second would have Mrs. Bowling, Mrs. Sellinger and a Science teacher serving just the middle school in parttime positions. A discussion of the applicants interviewed this week and the possibilities within these plans were discussed. Mrs. Whitten requested clarification on the possibility of a second K/1 class and was told it was dependent on securing a teacher. Mr. Miller requested that the Board consider increasing the custodial hours from 15 to 25 weekly in order to thoroughly clean common areas per pandemic requirements. He provided a breakdown of tasks. Mr. Miller concluded with appreciation to the Board for their support and the changes that are happening.

#### Committee Reports

- Teacher Search: Mr. Helgerson reported that there is another applicant to be interviewed for elementary

who is not available until January.

- Finance/Budget: Mr. Anderson reported that he is submitting our financials to the bank this week. Our loan balloon payment is due on September 15. There has been no decision about what will happen when we do not make this payment. Mr. Anderson and Mr. Beam plan to set up a meeting with Mr. Galenes from People's Bank.
- Curriculum: Mr. Lyle reported plans to begin curriculum mapping this year. Ms. Hyatt will take care of ordering Bible curriculum and materials as soon as possible.
- Facilities: Mr. Colcord reported continuation of addressing priorities. Fire suppression system test is planned for September 15. Deb Gagne was empowered to enter into an oil contract.
- Communication/Outreach: Mr. Baker reported that he continues to work on the website. The first weekly newsletter went out. Content for future publications is needed. Communications have had above average open rates and click throughs. Mrs. Yule agreed to provide contact lists from FileMaker. Suggestions for future content and increasing enrollment in underpopulated grades were shared.
- Documents: Mr. Beam shared that he and Ms. Hyatt will meet this week to finalize recommendation for the Staff Handbook to be presented next week.
- Discipleship: Mr. Lyle and Mr. Helgerson reported that their committee had met again today to begin mapping relationships within the school for intentional development. They continue to work on an implementation plan.
- Prayerfulness: Mr. Beam requested ideas on times or locations for the next prayer session. Prayer at churches and schools was suggested.

#### Public Comment

Mrs. Yule noted some issues with the website which Mr. Baker noted for correction.

Mr. Beam requested that the Board develop a plan for the hiring process.

Ms. Hyatt made a motion seconded by Mr. Helgerson to adjourn the Public Meeting at 8:37 PM. Motion passed Unanimously.

Respectfully submitted,

Cindy Hyatt

Secretary

Cornerstone Christian Academy  
Board of Directors  
Executive Session – September 10, 2020

Members present: Jason Anderson, David Baker, Jon Beam, James Colcord, Dan Helgerson, Cindy Hyatt, Robin Lyle, and Susan Teryek. Also present were Headmaster Jim Miller and Carolyn Yule.

Mr. Beam volunteered to outline a process for hiring faculty and staff to be sent to the Board for review as soon as possible.

Discussion was initiated around staffing and classroom assignments. Mr. Baker reminded us that the Board's job is making policy not executing it or defining operations.

Mr. Anderson will follow up with the Johnson family.

Mrs. Yule reviewed K/1 tuition income and the offer of one family to add a \$500 bonus to hiring a new teacher for G2/3.

After extended discussion, Mr. Baker made a motion seconded by Mrs. Teryek that the salary offer for the G2/3 teacher be capped at \$31,200 prorated based on her start date. Motion accepted – 7 yes and 1 abstention. Discussion resulted in the consensus that tuition must also be prorated for late start and will be presented to families as a discount on their contract. Sign-on bonus donation will not be accepted.

Ms. Hyatt expressed concerns about inequities in ELC hourly pay and need for direction for future decision-making. She will provide recommendations to the Board for consideration next meeting.

At 9:49 PM, Mr. Helgerson made a motion seconded by Mr. Baker that the meeting be adjourned. Passed unanimously. Mr. Baker closed the meeting with prayer.