



Cornerstone Christian Academy  
Board of Directors  
February 4, 2021

Members present: David Baker, Jon Beam, James Colcord, Dan Helgerson, Cindy Hyatt, Rob Lyle  
Also present: Courtney Weymouth, Gail Johnson, Jill Taylor, Lisa Sargent, Carolyn Yule, Mary Beth Bowling

Mr. Beam called the meeting to order at 6:06 PM with a call to prayer followed by a period of prayer. All of the Cornerstone Community is asked to be in prayer this week as we are walking by faith toward the future of Cornerstone.

Notification of Approval: Minutes of January 7, 14, 21, 25 and 27 meetings were approved via email review and vote.

Actions as a result of Closed Sessions

- Full tuition for 2021/2022 was set at \$6,000 and minimum tuition for those eligible for tuition reduction at \$2,500.
- Class size is limited to 15 per class
- Peacemakers seminar is scheduled for March 5, 2021
- Employment offer and contract given to Headmaster candidate
- A non-refundable application fee of \$100 be established for all new enrollees and returning enrollees unregistered prior to Open Enrollment.
- The following dates related to 2021/2022 enrollment are set and will be communicated:  
Tuition Announcement – February 1, Re-enrollment contract meeting scheduled with headmaster – by end of February, Open Enrollment – March 1, Tuition deposits for re-enrollees due August 1, Tuition deposits for new enrollees due at contract signing.

Operations: Mrs. Bowling reported that Winter Sports ends a fun and successful this week with skiing and ice fishing; mid-year reading and math assessments are being completed and Rhoni Harding is commended for her volunteer efforts with this task; there were no pandemic related issues this week; and she asks for prayer for the Middle School students who are struggling with many social/family issues that they may all come to know and understand their identity in Christ.

Mrs. Sargent reported that the ELC continues to struggle with staffing, there are two new applicants who have been referred to Mr. Helgerson, and she is working on the orders to use the funds from the ELC grant. Mrs. Yule reported that she has been working with Deb Gagne to update enrollment forms and exploring Network for Good. She and Mrs. Gagne plan to provide additional information on the latter to the Board. Facilities needs were reported as continued heating issues in G4/5 classroom and weather seal failure on an exterior door in the Middle School. Mr. Colcord reported that he is working with Brookside regarding heat issues and noted the door issue.

Communications: Mr. Baker reported that he is working on cogent messages regarding Board decisions about the enrollment process and tuition and will begin advertising Open Enrollment through print and

radio as well as communication to local churches. There was discussion about accessing social media (Facebook and Instagram) as well.

Admissions/Enrollment: Re-enrollment began last Monday. Ms. Hyatt volunteered to do a notice to families (school and preschool) to be distributed as soon as possible. Mrs. Bowling will initiate a meeting for preschool parents to meet Ms. Henderson and she will coordinate with Mrs. Sargent to have P5 students begin visiting/shared activities with K/1. Board members need to send a couple of blocks of time each can be available for Contract Meetings with registering families. Ms. Hyatt will provide a checklist for what is to be covered in these meetings.

Performance Evaluations: Mr. Lyle reported that he sent draft forms to Board members for input by Monday, February 8. It is the expectation that all staff will have a performance evaluation completed by March 15. Mrs. Bowling completing elementary and middle school teachers; Mrs. Sargent, all ELC staff; and the Board, Administrative and custodial staff. The purpose is to acknowledge the importance of regular performance feedback and to establish a baseline for the incoming administration.

Fundraising: Mr. Lyle reported that the committee meeting has been rescheduled to next Thursday, February 11. This committee is trying to work out a meeting with a professional fundraiser and has generated a One Page Document to be used for promotions. Mr. Lyle has sent this draft to the Board for input. Mr. Baker requested details on the Gala so that he can begin promoting it.

Public Input: None

At 7:23, Mr. Lyle closed the meeting with prayer.

Outcome of Non-Public Session: None

Respectfully submitted,

Cindy Hyatt  
Secretary