

Cornerstone Christian Academy
Board of Directors
July 1, 2021

Members present: David Baker, Jon Beam, Rhoni Harding, Dan Helgerson, Cindy Hyatt, Steve Wuori

Also present: Amy Dean, Carolyn Yule, Jillian Johnson, Cheryl Martin, Wendy LaRosa, Deb Gagne

Actions as a Result of Closed Session on June 22, 2021: Rhoni Harding was unanimously voted to be invited to Board membership

Notification of Approval: Minutes of May 20, June 3, June 3 Closed Session, June 17, and June 22 Closed Session meetings were approved via email review and vote at July 1, 2021 Closed Session.

Mr. Beam called the meeting to order at 6:10 PM. Mr. Baker opened the meeting with prayer.

ELC Update: Ms. Hyatt reported that the ELC staff continue to do an amazing job of providing care for the children they serve. Routines have been established resulting in more consistency for everyone. However, there are still no viable applicants for the open positions. Tomorrow is the last day in our employ for Brianna Roiter and Emily Yacovelli.

Headmaster's Report: Mr. Wuori reported that he has completed his first day on the job. He met the staff, had 2 interviews, and met with Ms. Hyatt.

Enrollment Update: Currently there are 55 potential students in process and most are scheduled for appointments with the headmaster to sign contracts. Our target remains at 68. Discussion ensued regarding how to proceed with promoting enrollment. Mr. Wuori will collect data on how enrollees learned about CCA. Katelyn Beam will be asked to redouble social media efforts. Mr. Wuori will provide recommendations for print media after meeting with Mrs. Gagne. Mrs. Yule is asked to transfer Constant Contact to CCA payment and change the log in.

Lease: All Board members have reviewed the proposed Lease Agreement resulting in two topics for discussion – requirement for renter's insurance and smoking restrictions. Consultation with a lawyer was recommended for the issue of renter's insurance. Mr. Colcord will be asked to follow up on this. After much discussion, Ms. Hyatt made a motion seconded by Mr. Helgerson that the current language regarding smoking be included in the lease with the added statement preceding it. "For the duration of this lease (1 year), current residents will be permitted to continue use of tobacco products in the apartment but are asked to limit visibility of that use on the

campus. After this year, the following policy will be in effect.” Motion passed unanimously.

ELC Plan: Ms. Hyatt shared licensure options going forward which are very limited without a Center Director. Mr. Wuori shared a staffing plan that would allow for continued operation of the Preschool. After discussion, Mr. Baker made a motion seconded by Mr. Helgerson to continue operation of the Preschool (ages 3-4) as license exempt. Vote was 4 in favor and one abstention.

Hiring: The following positions continue to be advertised – Elementary Teacher (4/5, K/1), Parttime Physical Education, Parttime Art, ELC Lead Teacher, ELC Associate Teacher, Middle School Science/Math, Maintenance. Mr. Helgerson will send his spreadsheet of applicants to Mr. Beam and Mr. Wuori. Screening/interviewing will return to the responsibility of the headmaster with the Board continuing to support the spiritual vetting as requested. Mr. Wuori as headmaster will be responsible for presenting his recommendations to the Board for final approval of all hiring. Mr. Baker requested that recommendations for hire include a copy of the potential employee’s resume.

Fundraising: Mr. Beam stated that we are in need of a chair for fundraising. Mrs. Harding volunteered to help. Fundraising projects discussed included maple syrup sales (PTO?), art auction (Jim Miller), Cornerstone Open (Ms. Hyatt), Donor List (Mr. Beam), yard signs (Mr. Wuori), homeschoolers (Mr. Wuori/Mr. Beam), Robotics (Mr. Helgerson), and Classical Conversations/Night Classes.

Public Comment: None

Mr. Beam adjourned the Public meeting at 8:11 PM to Non-Public Session.

Action as a result of Non-Public Session

- Mr. Wuori may offer the Middle School Science/Math position to Carter Martens
- Mr. Wuori may staff the preschool with the candidates presented – Sandy Brown and Mary Howland

Respectfully submitted,

Cynthia Hyatt
Secretary