

Cornerstone Christian Academy
Board of Directors
September 2, 2021

Members present: David Baker, Jon Beam, Rhoni Harding, Dan Helgerson, Cindy Hyatt
Also present: Jillian Johnson, Susan Beam, Deb Gagne

Notification of Approval: Minutes of the August 12 meeting were approved via email review.

Mr. Beam called the meeting to order at 6:06 PM and initiated a time of prayer.

Headmaster's Report: Mr. Wuori reviewed the report that he had sent to the Board in advance of the meeting. See attached. The following actions/information resulted.

- Ms. Hyatt made a motion seconded by Mr. Helgerson that the class size policy be changed from 15 student per class limit to 1:15 staff to student ratio with all classroom staff (teacher and assistants) included in the ration. Motion passed unanimously.
- Ms. Hyatt made a motion seconded by Mr. Baker that Mr. Wuori be empowered to represent the Board in issues related to the clearing of 2 acres behind the school for sledding and ball field at no cost including signing the Intent to Cut Timber document. Motion passed unanimously. Mr. Beam cautioned that it is important to pursue wetland and drainage issues as part of the process. Mr. Wuori will obtain an estimate of costs associated with this project including any need for irrigation and/or drainage.
- Donated stocks sold for \$58,000
- Mr. Baker made a motion seconded by Mr. Helgerson to empower Mr. Wuori to offer a contract to Katherine Johnson as K-4 Art Teacher. Hiring process will continue to include Board vetting of spiritual maturity prior to recommendation for hire.
- Board consensus was to move forward with pursuit of converting the apartments to condos in order to sell them.
- Financial Aid decisions will continue to be a Board function at this time.
- Employee Tuition Policy: Administration will submit a recommendation for discussion/vote at the October meeting. If adopted, this change would be in effect for the 2022-2023 school year.
- Mr. Wuori was empowered to make changes to the Organizational Chart that will best serve his administration.
- Mr. Baker made a motion seconded by Mr. Helgerson to change the school year calendar to match the GWRSD vacation times specifically February vacation. Motion passed unanimously.
- Faculty/Staff Handbook content and application is the responsibility of the headmaster; however, it must be consistent with Board policy.

Mr. Beam suggested that the Board resume prayer for Cornerstone on Tuesdays at 6:30 AM at the 8X8 url starting 9/7/21.

Mr. Beam announced a Prayer Event at Chapel in the upcoming weeks. Board attendance is requested.

Public Comment: None

Respectfully submitted,
Cindy Hyatt, Secretary

September 2021: Headmaster's Report to the Board

Informational

Upcoming Events

September 7 – First day of school

September 28 - Cornerstone Open

October 16 - Fall Clean-up day

October 30 - Harvest Fest

November and December information to come at a later date.

Enrollment Update: Total - 64

Preschool: Average of 6 daily	5 – 7
K – 13	6 – 6
1 – 4	7 – 7
2 – 11	8 – 7 (If Mary Beth is not a middle school teacher, one student will not enroll, reducing the number to six 8 th graders)
3 – 4	
4 – 5	

Follow up information from previous discussions:

A **Preschool Open House** was held on August 18. Two families came and both enrolled.

The **workday** on August 21 went great. The improvements required by the Fire Department were done.

A **logger** is willing to clear 2 acres at no cost to us. The goal is to have a sledding hill and ball field. This work can be done in November.

The **stock** was sold.

Budget Update: According to our revised internal budget (eliminating ELC), we are at break even. However, \$90,000 in fundraising must be raised to break even.

Facilities Update:

Likely classroom scenarios:

Kindergarten will be in the same room as last year and use the adjoining smaller room.

Bethany Fitch will teach 1st and 2nd in the same room that she occupied last year as well as the adjoining room that Mary Beth used last year.

Butch Lewis will teach 3rd and 4th in the room upstairs that was previously used as the library. Although there is no bathroom on that floor, 3rd and 4th graders can navigate the stairs alone.

New Faculty/Staff Information: There are 2 art teachers with whom I am speaking, one for elementary and the other for middle school.

I have received applications for Office Manager and will be scheduling interviews. This is dependent upon Jillian Johnson moving into the Kindergarten teaching position. The decision has not yet been made. Jillian wants to teach Kindergarten. My preference was for Jillian to remain as office manager and for Mary Beth to teach 2nd grade, Bethany fitch K/1, and Butch 3/4. Mary Beth is adamantly opposed to teaching 2nd grade. She believes she is much better suited to middle school and that we cannot provide academic excellence in middle school if she is not there.

Marketing: Trifold brochures are now available. Please take some and distribute where you have the opportunity.

PTO: The PTO had their first meeting. Meghan Johnson, Susan Beam, Denise Colcord, Kayleigh Sargeant, and Steve Wuori attended. Meghan Johnson was elected president. Susan Beam is Treasurer and Kayleigh Sargeant is Secretary. Their focus will be on fundraising until the school is able to renegotiate the loan or pay it off.

Fundraising: Cornerstone Open – We have a Tournament sponsor, Silver sponsor, and 2 Tee sponsors. This totals \$7,600. Additionally, there are 12 teams and a total of 46 golfers. Maple Syrup - \$1,800 collected. Van Hertel will make another donation of syrup. The PTO will request permission for our students to sell syrup outside of a local business. Cash Donations - \$2,950

Sale of Apartments: There was a meeting with the Ossipee Planning Board on 8/17. Steve Wuori, Lawyer Randy Walker, and Surveyor Randy Tetrault attended. The Planning Board said there is no reason not to approve turning the apartments into condominiums so that we can sell them. The first step is making a site plan. Randy Tetrault will do this. He is busy for the next 8 weeks and will begin after that. Later the condominium docs will be drafted by Randy Walker. Then we will again appear before the Planning Board for official approval. 30 days after having received approval from the Board, we can sell the condominiums. This could be around March 1. There is no guarantee that the Ossipee Planning Board will issue final approval, but they gave us sufficient reason to continue with the process.

Freedom Accounts Update: The Freedom Account grants \$3,400 per child. Parents who have previously been granted scholarships by the NH Scholarship Fund will be processed in September. New parents who did not participate in the NH Scholarship Fund will be processed in October. No funds will be disbursed until November. Enrollment may not be as high as I previously anticipated due to the delay in disbursing the funds.

The annual amount of the Education Freedom Account (EFA) awards are prorated based on the following application completion deadlines.

Applications completed and verified by September 1, 2021 = 100% award.

Applications completed and verified by September 15, 2021 = 80% award.

Applications completed and verified by November 15, 2021 = 60% award.

Applications completed and verified by February 1, 2022 = 30% award.

Procedural

Do we continue the process of turning the apartments into condominiums with the intent of selling them?

Will there be a Gala this year?

Is the Board required to approve financial aid or is this an administrative function?

A change in the employee tuition policy: Beginning in school year 2022-23, the employee must first apply for the Freedom Account before soliciting a discount from the school. After submitting the decision amount, the employee may request a discount from the school. The school will only grant a discount for up to 2 children per employee.