Cornerstone Christian Academy

Board of Directors

December 9, 2021

Members present: Jon Beam, Paul Buckley, James Colcord, Rhoni Harding, Dan Helgerson, Cindy Hyatt, Steve Wuori. Dave Baker joined the meeting after 7 PM

Also present: Susan Beam, Carol Paolo, Marshall Corrado, and Jack Oslin

Notification of Approval: Minutes of the November 4 meeting were approved via email review.

Mr. Beam called the meeting to order at 6:04 PM and Mr. Colcord opened the meeting in prayer.

Mr. Helgerson provided a devotional based on 1 Corinthians 13 focusing on kindness as useful and being of benefit to the receiver and believing all things as not attributing motives.

Headmaster Report (see attached)

* Mr. Wuori introduced Marshall Corrado who presented a proposal that his family provide an aide to the Kindergarten classroom in order that his son be able to attend. ($15/hour, 4 hours/day, 5 days/week). He also provided a potential candidate who is scheduled for an interview at Cornerstone on Tuesday.
* Mr. Wuori has begun the process of posting jobs for 2022/2023 with ASCI and Christian colleges.
* Denise Colcord has volunteered to train the elementary teachers in effective use of Fundations (phonics curriculum).
* A student received a 1-day suspension from school as a consequence for aggressive behavior.
* Mr. Wuori shared a proposed tuition policy. **Mr. Buckley made a motion seconded by Mrs. Harding to adopt this policy with the change of faculty discount to 85% of current tuition. Motion passed unanimously.**
* Mr. Wuori initiated a discussion about extending the length of contract for the principal /academic dean position to 11 months.
* Apartments: The roof repair did not work. **Mr. Colcord made a motion seconded by Ms. Hyatt to expend $18,000 to replace that roof as quickly as possible. Motion passed unanimously.** The tenants in Apt. 2 are expected to receive an eviction notice this week.
* **Based on Mr. Wuori’s recommendation, Ms. Hyatt made a motion seconded by Mr. Colcord to expend $3,000 to provide year-end bonuses to staff ($250 for fulltime and $125 for parttime). Motion passed unanimously.**
* Mr. Wuori presented a proposed budget for 2022/2023. Figures are based on an anticipated enrollment of 81 students and would result in a net income of less than $1,000. Board will review this proposal for vote in January.

Community Outreach Update: Mrs. Harding reported that the Christmas tree she and Sandy Brown installed at the Wolfeboro Festival of Trees is beautiful and asserts CCA presence in the community. She recommends that this event as well as participation in the Wolfeboro parades (July 4 and Christmas), Veteran’s Day, Canned Food Drive become annual events to promote the school. She agreed to make this an action item and to include these in the Board calendar of monthly tasks.

Fundraising Committee: The Annual Report has been published and is being mailed to former donors and current enrollees along with an appeal letter for the Matching Grant immediately.

Public Comment: None

At 8:04, Mr. Beam adjourned the Public Meeting with prayer. The Board reconvened to Non-Public meeting.

Respectfully submitted,

Cynthia L. Hyatt

Secretary

December 2021

Headmaster’s Report

**INFORMATIONAL**

**Upcoming Events**

Dec. 17: Christmas concert at FCCO at 6:00 PM

Wolfeboro festival of trees

Dec. 23 - Jan. 2: Winter Break

**Enrollment**

Preschool – average of 9 daily

K – 12

1 – 4

2 – 13

3 – 7

4 – 6

5 – 6

6 – 6

7 – 7

8 – 6

Total: 67

Preschool enrollment continues its upward trend. One student enrolled in 3rd grade because she received Freedom Account funding. One student withdrew from kindergarten due to numerous behavior reports and our inability to meet his needs or correct the situation despite implementing a rewards program.

**Monthly Financial Report**:

Numbers are unavailable because the month has not ended.

**Fundraising**:

We will receive at least $50,000 over the next several months and we have begun a matching funds campaign. The same donor also delivered 180 quarts of maple syrup to sell for $20 each.

Spirit of Life Church, who meets at CCA, will donate 15% of their tithes and offerings to the school. They will also use another 10% to reimburse their members for purchases of school related items. For example, Jack Oslin used his own funds to purchase paint and supplies to paint a middle school classroom. Spirit of Life will reimburse him. Jack Oslin will continue to paint over Christmas break.

**New Faculty/Staff**:

We have an exceptional candidate interested in our office manager position.

Graduating seniors and teachers changing jobs begin to look for employment during winter break. I will place ads on ACSI for our open positions for the 2022-23 school year.

Sledding Hill and Ball Field: I met with our neighbor and a forester. Our neighbor will allow us to cross over onto his land by up to 50 feet to extract timber. He did this with the agreement that if in the future he decides to extract timber, CCA will allow him to cross over onto our land by up to 50 feet. The logger may begin around December 1.

**PROCEDURAL:**

1.2022-23 Budget Review

2.Principal: Is the principal an administrative role like the headmaster with the same allotted vacation time?

3.Financial Aid Policy Review: See attached.

4.Adam Dow’s office will send a proposal for the sale of the apartments. Review and determine sale price. Begin conversations on what to include in the condominium documents.