

HCS School Board Meeting Minutes October 17th, 2019

Attendance: Jackie Claassen, Bruce Cook, Robert Hughes, Kenny Kessler, Justin Tompkins

Absent: Marty Flickinger, Stone Junod

Other: Janeal Lischke

Audience: None

- I. **Call to order @ 7:02 p.m.**
- II. **Devotion and Prayer** – Mr. Kenny Kessler – Faithfulness in Prayer – Luke 2: 36-37
- III. **Amend or approve agenda**
Tompkins motioned to approve. Cook seconded. Approved with no dissent.
- IV. **Approve Minutes of Board Meeting: September 19, 2019**
Tompkins motioned to approve. Hughes seconded. Approved with no dissent.
- V. **New Business**
 - A. **Policy Review**
 - 6.8 – reviewed with no changes
 - 7.2 – reviewed with no changes
 - 7.3 – reviewed with no changes
 - 7.4 – reviewed with no changes
 - 7.5 – reviewed with no changes
 - 9.15 – reviewed with no changes
- VI. **Administrator's Report**
 - a. **Grandparents Day** – At least 200 grandparents were in attendance as well as many other family members. The program put on by our elementary and Heritage choir went well and was enjoyed by all. There were no parking complaints from neighbors this year.
 - b. **Teacher Professional Development** – 12 teachers will be attending the Trinity Academy teacher convention November 18-19. Del Tackett is the keynote speaker. Teachers will have the opportunity to attend sessions pertaining to their grade and subject areas as well as hear general session speakers who love the Lord and provide encouragement.

- c. **Teacher Conferences** – Teacher conferences will be held next Thursday and Friday. Report cards will be handed out to parents at that time as well as updated PSC reports for those who still owe hours. Teachers will discuss student progress both academically and spiritually.
- d. **First Quarter Report Cards** – First quarter report cards have been entered by teachers.
- e. **Mission Day** – Heritage Singers and elementary classes will be performing at the Veteran’s Hospital. For the afternoon, students will do yard work and miscellaneous other jobs throughout the neighborhood and community. 9th and 11th grades are going to Topeka Rescue Mission for the day. 10th grad is going to the Alpha Children’s home if they have enough parents to help.
- f. **Senior Parent Meeting** – There was a senior parent meeting on Tuesday evening. Senior Mission Trip will be to Chicago to work with The Jesus People USA. ACT/SAT Testing, FAFSA filing, scholarship opportunities, graduation announcements, graduation caps and gowns, graduation pictures, senior pictures and senior class gift were also discussed.
- g. **PSAT Testing** –The 8th – 11th grade students did PSAT testing on Wednesday, October 16. This testing qualifies juniors for the National Merit Scholar program. Results will arrive in December.
- h. **Incentive for recommending new families** – Four families will receive a \$500 tuition credit for second semester if the families they recommended stay all of this semester.
- i. **Kitchen Inspection** – The kitchen had an annual inspection. There were no infractions.
- j. **Maintenance** –
 - j.i. The chiller has been turned off for the season. The boiler has not been turned on.
 - j.ii. SAMCO has replaced the water shut off valve on one toilet in the elementary boys’ bathroom. They are scheduled to come fix the water issue with the urinals in the elementary boys’ bathroom. He will have to take the urinal off to fix the wall. He will also have to replace another water shut off valve on a girl’s restroom toilet in the north elementary hall.
- k. **National Honor Society** – The National Honor Society induction ceremony was on Wednesday, October 16. Three students were inducted this year: two seniors and one sophomore. It was a formal ceremony held during chapel time.
- l. **Operation Christmas Child** – The class are beginning to collect item for boxes to send to needy children. There is a contest to see which classes can make the most boxes.
- m. **Fundraising for PTF** – The carnival raised \$5,564.00. Sonia Tolbert is organizing a cookie fundraiser again and she wants to do a turkey fundraiser for Thanksgiving. Mrs. Lischke would like to

organize a group of people into a PTF organization again in order to have people to facilitate monthly events such as Dads 'n Donuts, etc. We need this for accreditation purposes.

- n. **Kynect Cell Phone program** – Need to provide additional information to complete the non-profit verification process. A motion was made to enter into an agreement authorizing the corporation to establish a Giveback program – Tomkins made a motion and Hughes seconded to enter the agreement. Approved with no dissent.
- o. **Technology** – Symantec has been updated for this year. CDW has been contacted about new licenses for Microsoft Office. Kitchen fire-suppression system was inspected and passed with no problems.
- p. **Enrollment** – Total enrollment is 148 full time students, 1 part-time student and 15 preschool students. A new kindergarten student shadowed today and a new ninth grade student is shadowing tomorrow. They would like to start ASAP. If they are a good fit, I will let them interview next week.

VII. **Committee Reports** –

PTF – no report

Admissions – presented in Administrator report

Education/Tech – presented in Administrator report

Long Range Planning – no report

Financial – Balance Sheet, Profit and Loss and Cash Flow presented

Fundraising/Publicity – Storehouse report presented

VIII. **Old Business**

Immediate fund raising –

a. – meeting scheduled with RD Cogswell on Monday, October 21

b. – schedule day of Prayer and Fasting on Tuesday, November 5

c. – send follow up e-mail to families, grandparent, alumni, churches

Long term fund raising -

a. – meeting scheduled with RD Cogswell on Monday, October 21

IX. **Open Forum**

X. **Executive Session**

Entered @ 9:09 p.m. Exited @ 9:50 p.m.

Meeting adjourned at 9:56. Motion by Tompkins. Seconded by Hughes.

Submitted by Jackie Claassen