

**Hillcrest Christian School
Board of Directors Meeting Minutes
September 16, 2009**

Members Present: Mark Wiemann (MW)
Melissa Dundas (MD)
Rick Stabile (RS)
Doug Hume (DH)
Kathleen Brooks (KB)

Not Present: Greg Regier (GR)

Staff Present: Head of School Stephen Allen (SA)

Meeting was called to order and opened with prayer by RS at 2:15 p.m.

Review of Minutes: Motion to approve the minutes of the August 12, 2009, meeting of the Board was made, seconded and unanimously approved.

Financial Report: Financial statements were made available to the Board at the commencement of the meeting. As financial statements were not available for prior review by the Board, RS was unable to give a detailed financial report. The Board briefly discussed various items related to the presented financials and asked RS to report back to the Board at the October meeting.

Head of School Report: SA presented and discussed a written report to the Board regarding items involving accreditation, administration, board of directors, development, enrollment, facilities, finances, and personnel.

Old Business -

Policy 4.4.3 re: Executive Session: Motion was made to amend the policy such that the word “and” in the policy be changed to “and/or” to confirm that Board executive session can be held to discuss either performance or contract for the Head of School, and that performance can be discussed outside of a contract renewal discussion.

Statement of Faith Discussion: RS reported that he was about 50% done with the proposal, will have a draft to the Board no later than October 9th for discussion prior to the October meeting of the Board.

Memo and Biblical Teaching Parameters: The Board requested that SA provide copies of this document to the Board for review. The Board was provided with updated copies of the 2009-2010 Employee Handbook containing the document.

Board Nomination Committee: MW presented a brief report to the Board related to potential Board nominees.

PFA Guidelines: Steve presented “Constitution and By Laws” as proposed by the Parent Association of Hillcrest Christian School. SA and KB will be reviewing the document and reporting back to the Board with their comments. Further discussion is tabled until the October meeting of the Board.

Endowment Fund Policy: DH presented information to the Board, DH and SA to work together to put together draft documents for review by the Board, to be provided to the Board on or before October 11th so that the Board can review and discuss at the October meeting of the Board.

Board Training: The Board discussed Rehearsal 3.1 for ongoing Board Training.

New Business –

Back to School Night: Board members were encouraged to attend the Back to School Night on September 17, 2009.

Monitoring Report for Policy 4.1: Motion to accept MD’s monitoring report for Policy 4.1 was made, seconded and unanimously approved.

Auction: The Board discussed the upcoming auction on Saturday, March 20th at Spanish Hills. The Board will be discussing service opportunities for the auction at upcoming meetings, MD to send out a list of potential opportunities for consideration by the Board.

Lease with The Rock Church: The Board discussed the current status of the lease between HCS and The Rock Church. It was confirmed that all discussions regarding the lease would take place between SA and RS, with a proposed lease to be presented to the Board for review and approval.

The next meeting of the Board is set for October 21, 2009, at 2:00 p.m. Motion to adjourn at 4:00 p.m. M/S/C.