

Zion Christian School Board Meeting Minutes

August 21, 2007

- 1) Opening devotions were led by board president, Craig Baker, by reading from Genesis 1 and leading in prayer.
- 2) Roll Call – Bruce Sterk absent.
- 3) The minutes of the July 24, 2007 meeting were read and approved.
- 4) Correspondence - None
- 5) Administrator's Report: Jason Heerema
 - a) Jason is working on a comprehensive development plan.
 - b) It appears that enrollment will increase to about 205 students from last year's 176.
 - c) Many ongoing discussions and meetings are being held with parents regarding enrollment and answering questions regarding the school.
 - d) Updates to Enrollment Development Policy drafted to be proposed including policy update, parent introduction, confirmation of receipt of form, and tuition reduction agreement.
 - e) Training the new custodian, Steve Hansen.
 - f) Working to get network up to speed for school year and training Cathy Diemer to take over many of the network responsibilities.
 - g) Working on updating the website.
 - h) ZCS work involving route planning, new manual, etc.
 - i) Preparing for teacher in-service and working on theme, Life of Service.
 - j) Preparing golf outing for Sept. 22. Melissa Postma has agreed to coordinate.
- 6) Principals Report: Still looking for an art teacher.
- 7) Committee Reports:
 - B&G** – Evert reporting
 - a) Teachers' prep room completed.
 - b) Kitchen floor cleaned and sealed.
 - c) The dishwasher needs to be hooked up and a range and hood need to be purchased.
 - d) The baseball dugouts will be completed this fall.
 - e) It would be advisable to add a budget line item for building repairs and improvements.
 - g) Accurate Brake and Alignment is able to service our buses.
 - Finance/Treasurer** – Jerry reporting
 - a) The committee's recommendation for tuition for a family based on "Facts" formula was accepted.
 - Public Relations** – Craig reporting

The upcoming pastors' luncheon was discussed. It was suggested that at least one sympathetic elder from each church be added to the invitation list.
 - Education** – Ed reporting
 - a) No committee meeting was held in August.

- b) A list will be distributed at a subsequent meeting outlining classroom visits by Education Committee members and Board members.

Transportation – John reporting

- a) The bus routes are set and distributed.
- b) The buses are still receiving some maintenance and repairs prior to the start of the new school year.

Personnel/Executive – Craig reporting

Craig, Evert, and Jerry are to conduct a job review with Jason Heerema after the meeting.

Long Range Planning – Craig reporting

A meeting was held August 9, 2007. Plans for building expansion are being prepared so as to be ready for implementation when required.

- 8) Ongoing Business:
 - a) Jason is working on a potential plan for tuition scholarships.
 - b) Church visiting was discussed.
 - c) It was emphasized that we promote the Barnabas foundation to our grandparents.
- 9) New Business - None
- 10) Roundtable:
 - a) It was suggested that we consider a debt reduction drive at some point.
 - b) The sports' schedule of teams and coaches was approved.
- 11) Concept minutes read and approved.
- 12) Next Meeting – September 25, 2007 at 7:00PM
- 13) M&S to adjourn at 8:52PM. Carried
- 14) John Groenink closed with prayer.