

PCS Board of Directors Meeting Minutes

10-17-2023

Present: Luther Stueland, David Sigler, Seth Anderson, Sarah West, Dean Tomlinson, Lindsay Truax, Chad Gunderson, Tracy Ziebarth

Board Members Absent:

Others: PCS President Chris Nellermoe, Office Manager Melissa Evans, Finance Director Eileen Appel, Eide Bailey Representative Blake Ellefson (via Teams)

The regular meeting of the Park Christian School “PCS” Board of Directors was called to order by Luther Stueland at 4:00 PM on October 17, 2023.

4:00 PM Motion to approve the agenda (M/S)

4:01 PM Motion to move the Audit Report up to #3 on the agenda (M/S/C)

4:02 PM Motion to approve the agenda as amended (M/S/C)

4:03 PM 2022-23 Audit Report from Eide Bailey

- PCS has a clean audit
- Update this year - operating leases must be documented (copy machines & mailing machine)
- Most expenses are spent on program
- Governance letter was shared with the Board
- Internal Control letter was shared with the Board
- The floor was opened to the Board for questions
- The Board gave a big thank you to Eileen Appel

Blake and Eileen left the meeting

4:27 PM Motion to receive the auditor's report (M/S/C)

4:28 PM Motion to add the acceptance of Tom Scheid's resignation to “C” on the consent agenda (M/S/C)

4:30 PM Motion to amend the agenda with the above addition (M/S/C)

4:30 PM Luther shared devotions from “The Case for Christ”

- Truth
- John 8:32/ Matthew 7:7-8
- PCS's foundation on truth

Sarah left the meeting

4:42 PM Chapter 1 discussion of “Serving on a Christian Board”

- This is a great place. How do we keep it a great place?
- Primary purposes of a Christian School
- Biblical truth is so vital
- Teaching for Transformation – teachers are the front lines
- It matters what churches we partner with

4:53 PM Video Discussion – PCS Governance training 4.3 & 4.4

- Compliance/not in compliance
- The importance of auditing reports – adds confidence and credibility
- Review of the monitoring reports can be challenging with knowing that the DATA is sufficient
- It is healthy that the head of the organization feels comfortable with auditing

4:59 PM Motion to approve consent agenda (M/S)

- September Minutes
- September Financial Reports
- Acceptance of Tom Scheid's resignation

Discussion: The placement of documentation of the electronic vote made on October 10, 2023 was discussed. It was decided that this would be included at the end of the October minutes.

5:03 PM Motion to approve consent agenda (M/S/C)

5:05 PM Motion to approve Monitoring Report 2.3 (M/S)

Discussion: Board Budget

5:07 PM Motion to approve Monitoring Report 2.3 (M/S/C)

5:07 PM Motion to approve Monitoring Report 2.4 (M/S)

Discussion: Policy 2.4.9 and 2.4.10

- What is the intent of the policy?
- What does the school do in emergency situations or with sudden opportunities?
- Is the 1% appropriate in 2.4.9? 1% can be protection for the President.
- Background or context can be helpful outside of an electronic motion.

5:25 PM Motion to approve Monitoring Report 2.4 (M/S/C)

5:26 PM Motion to approve Policy 3.2 (M/S)

Discussion: 3.2.2

- The conduct of staff can be a reflection of the head of the school.
- An audit of 2.2 would possibly be what would be looked at.
- Would a regular schedule of audits be beneficial?

5:33 PM Motion to approve Policy 3.2 (M/S/C)

5:34 PM Motion to receive the Presidents Report (M/S/C)

- Strategic Planning – really starting to live into this
- Proverbs 27:23
- Cabinet Meetings
- Professional Development – Teaching for Transformation
- ACSI Accreditation
- Herzog Event coming up that Luther and Chris will be attending
- Grandparents Day went well

- 7-12 Spiritual Emphasis Day – apologetics and truth
- Anne of Green Gables play coming up
- Fall Sports are having a great season
- Washington DC - 9th Graders are there now
- Thoughts or questions: Grandparents Day for 7-12 later in the year

Next meeting:

- Fall Member Church Meeting: November 15
- Next regular Board Meeting: November 16

5:55 PM Luther Stueland closed in prayer

5:57 PM Meeting Adjourned (M/S/C)

Interim Electronic vote made on October 10, 2023

Motion: “The PCS Board of Directors authorizes the President to make an unbudgeted capital commitment to purchase a used bus from Richards Transportation that exceeds 1% of annual revenue to remain in compliance with Policy 2.4.9.” (M/S/C)

Respectfully Submitted

Chad Gunderson

Board of Directors, Secretary