

Lansing Christian School
LCS Board of Directors Meeting Minutes

October 8, 2007

Present:

Board Members:

Troy Sprague
Gary Seelye
Chris Royce
Joy Witte
Sal Durso
Doug Harkema
Neil Mac Vicar, Secretary
Ken Granger, Chair
Ron Hansen

Staff:

Barry Koops
Ron Roskamp

Guests [List Available Upon Request]:

Association Members
Teachers
Students
Interested Parties

Auditors:

Andrews, Hooper & Pavlik, PLC

Call to Order:

Ken Granger convened the meeting at 7:00 pm.

Devotions and Prayer:

Neil Mac Vicar offered devotions and prayer which focused on the topic of "God Meant It For Good" [ie: Joseph], taken from the *Purpose Driven Life Daily Devotions*, dated September 17, 2007. A special prayer request was offered for the VandeHaar family.

Agenda Approval:

Ken presented the agenda for the current meeting. The agenda was approved without any changes, objections or additions.

Minutes:

By unanimous consent, minutes of the September 12, 2007 Board Meeting were approved, with one amendment concerning the publication of recent test results.

By unanimous consent, minutes of the Special Meeting [September 25, 2007] were approved with no changes or amendments.

Public Comment:

Several members of the LCS community [parents, students, teachers and interested parties] presented public comments — all focused on a particular student-related issue.

Executive Limitations Reports and Continuing Business:

Financial Report:

Ron Roskamp presented a financial report and specifically addressed the following:

- A] Completion of the annual financial audit conducted by Andrews, Hooper & Pavlic, PLC. The audit was favorable and indicates that the financial statements of LCS are presented fairly in all material respects. Inquires to the auditors focused on the disclosure and use of restricted funds. The auditors were aware of the restricted fund use during the audit process.

Motion: To accept the auditor's report as presented [Mac Vicar/ Sprague] — Carried.

- B] Ron Roskamp presented a report [verbal and written] on the ending status of the FY 2006-2007 LCS budget and the YTD budget. Highlights of Ron's report included: [1] comment concerning several variances; [2] lunch program profitable for FY 2006-2007; [3] use of restricted funds — continued use is a concern; [4] student count is down approximately 30 students from FY 2006-2007; and, [5] progress continues with regard to unpaid tuition accounts.

Inquiries from the Board: [1] Enforcement of contracts for families leaving during the school year [no current policy for enforcement / tuition insurance issue raised] (Mac Vicar); and, [2] Home school students and premium charges for use of LCS [there is no premium charge] (Mac Vicar).

Superintendent Search and Strategy:

The search process continues — a description has been prepared and postings have been made. It was recommended that "Centers/People of Influence" be contacted — which may lead us to candidates and may assist LCS in attracting candidates. Assignment: Troy Sprague and Barry Koops will make contacts, with other Board members to participate and make recommendations as appropriate.

A formal report will be made at the November Association meeting.

Board Planning Session / Vision Strategy:

Sal will continue to coordinate a date for Board members [and Barry] to convene and continue the process for long-term planning and a vision strategy.

Handbook Review:

Ken Granger encouraged the Board members [as assigned] to complete all outstanding LCS handbook and guidebook reviews. Handbook review assignments:

Student: Mac Vicar and Witte
Staff: Hanson and Sprague
Athletic: Durso and Granger
Administrative: Royce and Harkema

Teacher Evaluation and Improvement:

Barry Koops presented the goals of the teacher evaluation tool — which includes professional growth for teachers. The evaluation process has been implemented and classroom observations have commenced.

LCS Foundation Report:

Sal Durso presented a plan for attracting candidates and seating a Board for the LCS Foundation. The Foundation will also rely on the hiring of a development director for LCS. Sal will continue to work on this matter and he seeks recommendations for potential candidates from Board members and the LCS Association community.

Hidden Treasures:

- A] The Grand Opening for Hidden Treasures is scheduled for Friday, November 9, 2007 at 10:00 am. Joy Witte will represent the LCS Board on the Grand Opening Committee.

- B] A constant stream of volunteers is needed for pre-opening preparation and post-opening operations.
- C] The Board considered a request from the Hidden Treasures Board for LCS to co-sign and act as guarantor on a "Point of Purchase" software system for Hidden Treasures [approximately \$22,000]. Due to lack of complete information, this matter was tabled for later action. Note: The Board approved a motion [Sprague/Royce] at a later date to approve the request, and executed the co-sign/guarantor obligation.

Next Board Meeting:

The next LCS Board meeting will be on November 12, 2007 at 7:00 pm. Notice will be provided to the LCS community.

The LCS Annual Association Meeting will be held in November, 2007 — with a time and date announced later. Notice will be provided to the LCS community. Note: The meeting is now set for November 26, 2007 at 7:00 pm.

Executive Session:

The Board moved into an executive session at approximately 9:22 pm to discuss student issues.

Adjournment:

By unanimous consent, the Board meeting was adjourned at approximately 12: 52 am on October 9, 2007.

Prepared and respectfully submitted by:



Neil A. Mac Vicar
LCS Board Secretary