

PCS Board of Directors Meeting Minutes 6-19-2025

Present: David Sigler, Lindsay Truax, Sarah West, Chad Gunderson, Seth Anderson, Brett Harmelink

Board Members Absent: Tracy Ziebarth, Dean Tomlinson, Julie Dietrich

Others: President Chris Neller-moe, Office Manager Melissa Evans

The regular meeting of the Park Christian School “PCS” Board of Directors was called to order by Sarah West, PCS Chair at 4:38 PM on June 19, 2025.

4:39 PM Chad Gunderson shared a devotion on prayer.

- How to Pray (Matthew 6:6-14)
- Prayers of Thanksgiving (Timothy 4:4)
- Prayers for the upcoming year (Philippians 4:6)
- Prayers for God’s strategic plan (Ephesians 6:18)

4:49 PM Motion to approve the agenda (M/S/C)

4:50 PM Chapter 5 Discussion of ‘Serving on a Christian School Board’

- Selection of board members
- The board is part of the school’s reputation.
- The area of nominations is still a challenge.

4:52 PM Motion to approve the consent agenda (M/S/C)

- May Minutes
- Spring Member Church Minutes
- April and May Financials

4:52 PM Old Business Committee Updates:

Foundation Board Discussion Highlights:

Brett Harmelink informed the board of directors about the Foundation committee’s progress. The committee was part of a valuable meeting where there was insight gleaned on area private schools with foundation boards. The committee felt that being a part of this meeting affirmed that creating a foundation board is the right step for PCS- if it is well structured and roles are clearly defined. They noted that this move would affect board documents and agreed that a gradual approach is best. Foundation documents are underway and having them reviewed would be wise. The next update is scheduled for September.

June 3 Member Church Meeting:

Sarah West summed up the member church meeting that took place on June 3. Harvest Valley Church was accepted as a new member church. The Board of Directors was assigned to audit the school’s admissions process. The Board of Directors is to report their findings to the Fall Member Church meeting in November. A committee to support this work will be formed at the August meeting. A third decision involved clarifying the role of member churches. Sarah will ensure the minutes taken at the member church meeting will be distributed to the member churches and the board of directors.

Proposed Committees and Calendar:

This is the second reading of the proposed committees and calendar.

Motion to approve the proposed 2025-2026 Calendar as well as create a governance committee, to review policies (1.0, 2.0, 3.0, and 4.0), which will require adjusting language in policies 3.4.8 and 4.9.3 (M/S)

Discussion:

A strength of Carvers is that the entire board of directors is regularly reviewing the policies. With the proposed template, there would be less of the board of directors reviewing the policies. Positives include making the best use of the board of directors' time and intentionality in reviewing policies. There was also discussion on what this would look like as a hybrid. The discussion ended with the decision to try this template for the upcoming 2025-2026 school year. The updated schedule includes regular board meetings in rotation with committee work meetings which will also include a set time of prayer and working on various committee work as a regular rhythm for the board of directors. Regular committees would include executive, foundation, and governance, along with temporary committees such as the admissions audit with a time stamp.

Motion to approve the proposed 2025-2026 Calendar as well as create a governance committee which will affect policies 3.4.8 and 4.9.3 (M/S/C)

5:35 PM Board of Directors Officer Roles for 2025-2026

Discussion: These roles will be voted on at the August meeting. The Board of Directors should review what each role entails and keep this in prayer.

5:37 PM Motion to accept Monitoring Reports 1.0 and 2.9 (M/S)

Discussion:

This is a reasonable interpretation, and the president is in compliance.

5:43 PM Motion to accept Monitoring Reports 1.0 and 2.9 (C)

5:44 PM Motion to accept policies 1.0 and 2.9 as written (M/S/C)

5:45 PM Motion to accept Policy 4.05 as written (M/S/C)

5:46 PM Motion to receive the President's Report (M/S)

- Graduation
- Hot Dog Day
- Our Why
- New Hires
- Hiring for Art, PT Bible, and Jennie Hoven's position as she is retiring
- Years of Service
- Spring Sports Results
- Postcard Blitz – We love to have 8 more kindergarteners
- Performing Arts Center
- Next year's theme verse was shared

Lindsay Truax exited during the President's Report.

No further business was conducted as the board of directors no longer had quorum. There was, however, further discussion on the performing arts center. Policy requirements will be considered to officially began expenditures. All board members present affirmed and are excited for the pursuit of a performing arts center.

The next Meeting has been moved up to August 14, 2025, due to a conflict with BTS night.

Chad closed in prayer

Executive Session

Respectfully Submitted

Dean Tomlinson
PCS Board of Directors Secretary