

## **PCS Board of Directors Meeting Minutes**

### **10-23-2025**

**Present:** Julie Dietrich, Craig Jasperse, Sarah West, Seth Anderson, Lindsay Truax, Chad Gunderson, Brett Harmelink, Dean Tomlinson (via zoom)

**Board Members Absent:** David Sigler

**Others:** President Chris Nelleremoe, Office Manager Melissa Evans, Finance Director Eileen Appel, Bookkeeper Jenny Penney, Eide Bailly representative Blake Ellefson

The regular meeting of the Park Christian School “PCS” Board of Directors was called to order by Chad Gunderson, PCS Chair at 4:03 PM on October 23, 2025.

4:04 PM Motion to approve the agenda with the addition of a Harvest Valley appointment discussion after committee work, #7.6 (M/S/C)

4:04 PM Chad Gunderson shared a devotion. He shared about the importance of caring about what God cares about and putting God’s agenda first. He shared from Luke 12:31. He ended the devotion in prayer.

4:11 PM The floor was then opened to Blake Ellefson from Eide Bailly to share on the annual Audit. He shared that the process went exceptionally smooth. Holly Grandalen is the Audit In-Charge and Blake Ellefson is the Audit Partner. The Audit Opinion was shared, being a clean audit opinion. The audit followed established standards. Management and Auditor responsibilities were outlined. Governance communication with letters to the board were shared. ‘Significant Deficiencies’ found were segregation of duties and preparation of financial statements, which were typical and un concerning. Nothing of significance was noted.

4:30 PM Motion to move into executive session with the Board of Directors and Blake Ellefson (M/S/C)

4:42 PM Motion to exit executive session (M/S/C)

4:43 Motion to approve consent agenda (M/S/C)

Discussion: The Member Church Minutes were briefly discussed. There was discussion on protocols of approval. Member church minutes are kept on file with the Board of Directors and PCS.

4:49 PM Chapter 1 and 2 of ‘Serving on a Christian School Board’

- Jesus loves children and truth.
- The purpose of life is to bring glory to God.
- There is no neutral teacher and there is no neutral school.
- Teachers influence the look and feel of Christian elementary schools. Middle and high school students influence the look and feel of middle and high schools.
- The mature Christian teacher can integrate a faith perspective from any textbook.
- The devotional period should not be rushed.
- There is wisdom in tabling a motion until scripture can be brought into it.
- Prayerless business is godless business.
- The board should rarely move ahead on issues when there is a close vote.

4:58 PM The mission of PCS was shared.

4:59 PM Board Work Status

- **Audit findings of the safety of the football field:** It was affirmed that the PCS President is compliant regarding the safety of the football field. There are no board recommendations. There was further discussion about communication with the parents who were part of the meeting, which will be the final step. PCS President is in compliance and will continue to make improvements in future years.
- 5:10 PM Motion to accept the above report (M/S/C)
- Committee Work Updates:
  - Leader Assignments:
    - Governance: David
    - Presidential succession: Sarah
    - Foundation Task Force: Sarah
  - Admissions Task Force:
    - **Background:** Review initiated at the request of the member church representatives. The task force examined practices at other covenant schools.
    - **Findings:**
      - PCS aligns well with best practices; core elements are consistent across schools.
      - PCS shows above-average spiritual emphasis.
      - Common practices found include church references and interviews with students in grades 6–12.
      - Most schools were interdenominational and did not conduct annual reviews.
    - **Discussed and Possible Recommendations:**
      - Include church references and student interviews (grades 6–12) in admissions.
      - Modify policy rather than leave to operations.
      - Proposed updates: revise 2.1.1.4 and add 2.1.1.5 (church reference evidence) and 2.1.1.6 (student interview component).
    - **Discussion Points:**
      - No consensus on requiring mission-aligned churches; statement of faith may suffice.
      - Flexibility in who provides church recommendation.
      - Considerations for new families and students from existing families.
      - Importance of balancing policy with relational aspects of admissions.
      - Acknowledgement that PCS serves imperfect students from strong families and churches.
    - **Next Steps:**
      - Prepare and present findings and possible proposed policy changes to member churches at the member church meeting.
      - This serves as the first reading.
      - Await feedback from member churches before any further steps.
  - Governance Committee: The board of directors will follow the schedule, with governance reviewing policies outside of regular board meetings.
  - Presidential Succession Task Force: Nothing to report
  - Foundation Task Force: Nothing to report

6:04 PM There was discussion on the agenda order and length of meetings with adjustments recommended to keep important things at the front of the meeting to avoid running out of time.

6:05 PM Julie exited

6:05 PM Harvest Valley appointment discussion:

- **Inquiry:** Randy Hahne asked what a board appointment would entail.
- **Bylaws:** Specify a total of 9 board members.

- **Timing:** New appointments will begin at the next term and be effective at the start of the next season.
- **Membership Threshold:** Discussion on how to measure the 40-member threshold and how it is reviewed.
- **Church Affiliation Tracking:** Noted that many individuals do not update their church affiliation despite being asked. Some schools incorporate church affiliation updates into their enrollment process.

6:10 PM Julie returned

6:13 PM Dean exited

- **Decision:** Interpretation of Bylaws 15.1 will be left to the member church representatives.
- **Discussion:** Bylaws 15.1 was reviewed.
- **Next Steps:** Topic will be included on the agenda for the upcoming member church representatives meeting.

6:16 PM Motion to receive the Monitoring reports 2.3, 2.4, and 2.5 (M/S)

6:17 PM Motion to receive the Monitoring reports 2.3, 2.4, and 2.5 (C)

6:21 PM Policy 3.2. The policy was considered a reading, and no motion was necessary as the governance committee will be reviewing policy.

6:24 PM Due to running short on time and losing quorum, the Presidents report was not presented with the exception of upcoming vision events for the PAC and Board alignment.

6:32 PM Motion to adjourn. (M/S/C)

Respectfully Submitted

Brett Harmelink PCS Board of Directors Secretary