

PCS Board of Directors Meeting Minutes 1-15-2026

Present: Craig Jasperse, Sarah West, Seth Anderson, Chad Gunderson, Brett Harmelink, David Sigler, Lindsay Truax, Dean Tomlinson (via phone call)

Board Members Absent: 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 Chad Gunderson, PCS Chair at 4:02 PM on January 15, 2026

4:03 PM The mission of Park Christian School was shared.

4:04 PM Motion to approve the agenda (M/S)

It was discussed that an agenda item related to year-end bonus should be added to the consent agenda.

Motion to approve the revised agenda (M/S/C)

4:04 PM Brett Harmelink shared devotions

- Psalm 22
- Reminder to proclaim God and his faithfulness when you feel abandoned by God.

4:10 PM Committee work (Committee members noted on the Sept 18 board of directors meeting agenda)

- **Nominating**

The committee will include Julie Dietrich, Dean Tomlinson, Craig Jasperse, Lindsay Truax, and Chris Neller-moe. It was noted that Chad (at large), David (at large), and Lindsay (appointed) will have terms that will be up at the end of this school year. Lindsay may be named again by Bethel if they choose. The Board of Directors requested a list of families and the churches they attend. Craig will chair this committee.

- **Presidential Succession**

Seth Anderson, Sarah West, Lindsay Truax, Julie Dietrich, Chris Neller-moe. Sarah will chair this committee.

- **Governance**

Craig Jasperse, David Sigler, Brett Harmelink, Chad Gunderson, Dean Tomlinson. David will chair this committee.

- **Foundation Board**

Sarah West, Brett Harmelink, Seth Anderson, David Sigler, Chad Gunderson, Lindsay Truax. Sarah will chair this committee.

4:25 PM Chapter 3 of ‘Serving on a Christian School Board’

- ACSI had a commendation that the structure and function of the Carver’s model in place works well
- It is important that the Board of Directors is evaluated by the President as well as self-evaluation.
- How does the Board of Directors increase its spiritual leadership? Importance of Scripture
- Thankfulness for the longevity of teachers and staff and for not having rapid turnover
- ACSI commended having certified teachers and staff.
- Public relations – satisfied parents and students are the best public relations.

4:32 PM Motion to approve consent agenda (M/S/C)

Discussion: The Board Chair set some best practices in place with the reminder that PCS emails need to be utilized as official communication. Also, a reminder was given to be mindful of work schedules and weekends with board work and communications.

4:36 PM Motion to receive monitoring reports 2.6, 2.8, 2.11 (M/S/C)

Discussion:

- 2.6 – There was a request for fundraising by group and teams clarification. Administration makes decisions on fundraising to protect families in how many people are asking them to give. The administrative policy is included in the packet that was sent out. Fundraising must be approved through the Development department.
- 2.8.3 – There was a question on compensation. This was a major ACSI commendation, where PCS is doing very well with this. There was an explanation of the step schedule.
- 2.8.4 – There were discussion and clarification about the interpretation. A question about seniority was asked and explained further.

4:52 PM Motion to remove 2.8.6.5 (M)

Motion to remove 2.8.6.5 from policy with the 75% rule and waving the 2nd reading requirement. (M/S/C)

- 2.8.6.3 discussion on the reasoning for the percentage.
- 2.8.1 and 2.8.5 – There was some discussion on staff bonus compensation. Upon further discussion 2.8.5 doesn't seem to fit within this. This policy more seems to protect against favoritism. It will be added into Chris' contract.

5:07 PM Admissions Policy Proposal

- 2.1.1.4.3 would be a new policy that is being proposed
- 2.1.1.5 would be a new policy that is being proposed
- 2.1.1.4.1 and 2.1.1.4.4 would be to update previous policies

Motion to split out the language 2.1.1.4.1 and 2.1.1.4.4

There was discussion of what 'family' means with divorce situations where one parent is opposed to the faith. It was brought up that with the Statement of Faith, perhaps policy 2.1.1.4.4 is not needed? 2.1.1.4.4 was just to clarify wording already there. It was decided to table this and address the proposed new policies.

Motion to adopt 2.1.1.4.3 and 2.1.1.5 (M)

Discussion:

There was a request to separate the policies into two different motions.

Motion to adopt 2.1.1.4.3 (M)

Discussion: It was identified that specific roles are named in the policy. It was brought up how ACSI shared that they observed the enrollment process in place is effective with great practices in place. There was conversation regarding member church and task force discussions. There was discussion on the longevity of the school with admissions practices. It was brought up that the board will need to report back to the member churches with what was done with this proposed policy. It was asked what kind of workload this adds to school administration. This would be an additional piece to the admissions process.

Motion to accept proposed policy 2.1.1.4.3 Shall not enroll a student into grades 6-12 without a principal and the campus ministry director having interviewed the student. (M/S/C)

5:41 PM Motion to accept proposal of policy 2.1.1.5 (M/S)

Discussion: There was discussion on what “active” church involvement means. The discussion included schools observed and what their forms entailed, with many just looking at attendance. The Board of Directors paused to pray about this decision. A board member asked to hear Chris’s heart once more. The President shared that this policy won’t change the practices in place but will add a layer. He also reiterated that PCS’s admissions process is affirmed through ACSI.

5:56 PM Motion to accept proposal of 2.1.1.5 Shall not enroll a student without evidence of active involvement in a church community, for both the student and at least one parent/guardian. The evidence should include a PCS-generated church reference form. (M/S/C)

5:57 PM Statement of Faith Joint task force – March 1 deadline for suggestions

Motion to create a statement of faith joint task force with the member churches (M/S/C)

Discussion: There was a suggestion to have four church representatives, with one from each of the denominations that are included in PCS’s member churches. There should be school representation as well. Any changes made would need 100% agreement from all member churches. It was stated that all member church reps should be invited with one from each denomination joining the task force. Scheduling a meeting by March 1 may be difficult with 10 people. Craig and Chad (Julie as backup) will be a part of the task force.

6:10 PM The discussion looped back to the newly adopted admissions policies regarding a deadline, with this happening as soon as possible as the motion has been made.

6:12 PM Motion to audit policy 2.5.3 to confirm that all required maintenance has been performed since Trane (M/S/C)

Discussion: There was discussion on audits, which should be a regular rhythm of the board of directors. Scope, time frame, and members were discussed. David will complete the audit and report at the next meeting.

6:24 PM Board schedule change proposal discussion. There have been large gaps between reviewing policy and emerging items. It was brought up that it is difficult for the governance committee to know what it should be doing. There seems to be strength in the whole board reviewing policy.

Motion to move the board schedule to align with previous years with monthly business meetings and committee work in addition to those meetings. (M)

Discussion: It was brought up that it could be worth living this schedule out for the remainder of the school year. A review of policy could be included with board meetings once again.

6:36 PM Motion for the chair to appoint the vice chair to monitor and engage with the member churches to proactively meet the qualification and conditions of the member churches under bylaw 2.2 (M/S/C)

6:44 PM Performing Arts Center – The President shared about the need for a Performing Arts Center, how he has continued to include the Board of Directors on this dream over the past year. Once it comes time to build, the President would then need board approval but at this time it does not need to be a motion. He does desire

the Board's backing and to champion him in this. It is possible that soon there could be engagement with an architect.

6:55 PM Motion of the board to affirm Chris exploring the possibility of developing a Performing Arts Center (M/S/C)

6:59 PM President's Report

- Accreditation Report
 - Exemplary commendations to celebrate
 - Action items that we will need to account for each year
- PAC – There have been 5 vision events, praising God for the generosity
- K Explorations
- Preview Days
- GHD – Shari prepared some instructions for board members to be able to connect with people who gave last year. There is a date range to make calls. There is a script if Board of Directors members wish to use this. If all members on the Board of Directors give, Scheels will give PCS \$25,000
- GraceWorks Results were shared in November
- Teaching for Transformation – PD days on Monday and Tuesday

7:23 PM Motion to move into executive session (M/S/C)

7:29 PM Brett Harmelink closed in prayer.

7:30 PM Motion to adjourn (M/S/C)

Respectfully Submitted

Brett Harmelink

PCS Board of Directors Secretary