

PCS Board of Directors Meeting Minutes August 20, 2026

Present: Craig Jasperse, Julie Dietrich, Sarah West, Travis Reimche, Katie Reindl, Dean Tomlinson (via zoom)

Absent: Seth Anderson, Brett Harmelink, Lindsay Truax

The regular meeting of the Park Christian School “PCS” Board of Directors was called to order by Sarah West, standing in for Dean Tomlinson, Vice Chair, at 3:59 PM on August 20, 2026.

The Mission of PCS was shared.

3:59 PM Motion to approve the agenda. (M/S/C)

4:00 PM Dean Tomlinson shared from Philippians 4:4–7 on rejoicing always, the futility of worry, prayerful gratitude leading to peace, and God’s peace guarding hearts and minds. He encouraged daily surrender to God as the school’s busy season begins. He closed the devotional time in prayer for the Park Christian School community, students, staff, and leadership.

4:07 PM Motion to approve the consent agenda, including June and July financials, no further discussion. (M/S/C)

4:08 PM A welcome was extended to Katie Reindl and Travis Reimche. They have completed an orientation prior to their first official meeting.

Board Executive Leadership Roles 2026-2027

- Motion to nominate **Sarah West** for **Chair** (M/S/C)
- Motion to nominate **Lindsay Truax** for **Secretary** and **Brett Harmelink** for **Vice Chair** (M/S/C)
- Motion to nominate **Travis Riemche** as **Treasurer** (MSC)

Board 2026-27 Overview Schedule decision

The upcoming Board of Directors Meeting Schedule for 2026-2027 was discussed. It was proposed to return to a monthly training schedule similar to prior years with minor adjustments. Policy 3.4.8 speaks to the schedule of policy review and compliance reporting. The Board reviewed the proposed schedule. The schedule avoids meetings in July and December and includes regular monitoring reports and policy reviews throughout the year. Board members discussed the schedule and expressed concern about time gaps when there are member church meetings and no board meeting scheduled for those months. A recommendation was made to align board meetings with Member Church Meeting dates in both November and May. A revised draft schedule will be distributed to the Board of Directors prior to the September meeting to allow adequate time for review, with a vote scheduled at the September board meeting after this being considered the first reading.

The Board discussed its approach to board training and development. They explored periodic half-day training sessions. Training opportunities held in conjunction with Member Church Meetings were viewed favorably, as they would allow for greater participation and efficiency. Members noted the value of previous training resources, including governance videos, strategic plan review, and assigned readings. The Board supported incorporating prayer, devotions, and leadership development into future training sessions.

Discussion included assigning chapters from the board governance resource to individual board members for brief leadership presentations throughout the year. The importance of ongoing board member training, retraining, and onboarding of new members was emphasized in accordance with Policies 1.1 and 4.1.1. Options for an external training facilitator will also be explored.

4:28 PM Motion to receive Monitoring Report 2.1 and 2.7 (M/S/C)

Discussion: The Board of Directors noted appreciation to the PCS President for all the effort put into the monitoring reports, specifically 2.1. There was a question addressed on admissions interview policy compliance (new process implemented for students admitted after April; earlier admits did not go through this).

President's Report

4:35 PM The President provided an update on several campus improvement projects in preparation for the start of the school year. Concrete has been poured at the Annex where the buses park. Road construction near campus is progressing, with completion anticipated near the start of the school year. Access to the teacher parking lot should be restored soon. Due to roadway changes, the entrance from 17th Street will be permanently closed, a modification expected to improve campus safety and align with future PAC development plans. Families attending Back-to-School events will continue to use alternate access routes until construction is complete.

An update was provided on staffing for the 2026-2027 school year. New staff members are participating in orientation and training as they transition into their roles.

The Board received an update on the school's application for ACSI Exemplary Accreditation. The application has been submitted, and committee members have identified three areas for continued growth: formal staff training in spiritual formation, implementation of an annual board self-evaluation process, and continued development of support systems for students with exceptional learning needs. Evidence and documentation will continue to be compiled as part of the accreditation process.

An update was provided on the Performing Arts Center (PAC) project. The planning committee continues to work closely with Zerr Berg Architects, and three conceptual designs have been reviewed. Current discussions are focused on Concept B as a preferred direction for further development.

Administration reported ongoing efforts related to donor matching opportunities that could significantly strengthen the school's financial position. Board members were encouraged to pray for continued favor and open doors as discussions progress. Additional communication with school families regarding the opportunity is anticipated this fall.

Enrollment remains strong with current enrollment approaching 630 students.

The annual Golf Scramble was reported as a successful event with strong participation and support.

The Board was informed that the annual audit is scheduled for one of the days, the week of October 19-22.

Additional upcoming events noted included Senior Guys Day and Senior Girls Day. The school theme for the year, "Unashamed" based on Romans 1:16, and the Deep Hope initiative were also highlighted.

Board Self-Assessment for ACSI Exemplary Accreditation

5:08 PM The Board discussed self-evaluation tools in connection with the Exemplary Accreditation requirements. Members reviewed sample assessment formats and emphasized the importance of self-awareness, accountability, and meaningful reflection. A preference was expressed for a concise self-reflection tool aligned with board policies. A revised draft will be developed and presented at the September meeting for further consideration.

Task force to create a policy draft for adding member churches

5:16 PM The Board reviewed a preliminary draft outlining a process for adding new Member Churches. Board members discussed whether the document should be established as a formal policy or maintained as an operating procedure to provide clear guidance and consistency. The Board agreed to distribute the draft for review and discussion at the September board meeting. Feedback will be incorporated, with the goal of presenting a refined recommendation for consideration at the November Member Church Meeting.

5:23 PM Motion to adjourn (M/S/C)

Executive Session

Motion to move out of executive session (M/S/C)

Motion to accept the RFP from slingshot to assist in hiring the next Head of School. (M/S/C)

Motion to form a Head of School search committee. (M/S/C)

Motion to adjourn the meeting (M/S/C)

Respectfully Submitted

Lindsay Truax
PCS Board of Directors Secretary