LCA
Board of Trustees

Document Information

Meeting Topic	LCA Board Minutes for August 4, 2009		
Prepared By:	Niek Schreuder	Document Version No:	1.0
		Review Date:	August 4, 2009

Distribution List

From	Date	Phone/Fax/Email
Niek Schreuder	4 August 2009	Schreuder@bluemarble.net

To	Action*	Due Date	Phone/Fax/Email
Mr. Mike Baldomero	Review		michael.baldomero@lighthouse-christian.com
Mrs. Rayna Amerine	Review		rayna.amerine@lighthosue-christian.com
Mrs. Sherry Stevens	Post		sherry.stevens@lighthouse-christian.com
Mr. Brian Callahan	Review		brian.callahan@navy.mil
Mrs. Sandy Siefers	Review		sandy@siefers.com
Mr. Niek Schreuder	Review		schreuder@bluemarble.net
Mrs. Margret Jones	Review		margaret.jones@solution-tree.com
Mr. Kevin Spicer	Review		kspicer@homefinder.org
Mr. Ryan Beisecker	Review		RyanE.Beisecker@otis.com
Mrs. Amy Holdeman	Review		alholdeman@comcast.net
Mrs. Kathy Strickler	Review		bogeymeister@att.net
Mrs. Joanna Bruce	Review		tjbruce@bluemarble.net
Mr. Dave Archer	Review		davearcher@bluemarble.net

Action Types: Approve, Review, Inform, File, Action Required, Attend Meeting, Other (please specify)

LCA
Board of Trustees

Meeting Specifics

Type:	Board Meeting				
Purpose:	Monthly LCA Board Meeting				
Meeting Date:	August 4, 2009	Start Time:	6:30	End Time:	10:15 pm
Meeting Location:	Room B18				
Meeting Leader:	Margaret Jones				
Minute Taker:	Niek Schreuder				

1. Meeting Preparation

[Identify any preparation steps that meeting participants need to do before the meeting]

Task	Due Date

2. Logistics

Meeting was held in Room B18

3. Participants

Participants	Representing	Attendance
Mr. Brian Callahan	LCA Board (Outgoing)	
Mrs. Sandy Siefers	LCA Board (Outgoing)	
Mr. Micheal Baldemero	HOS-Admin	
Mr. Niek Schreuder	LCA Board	
Mrs. Margret Jones	LCA Board	
Mr. Kevin Spicer	LCA Board	
Mr. Ryan Beisecker	LCA Board	
Mrs. Amy Holdeman	LCA Board	
Mrs. Kathy Strickler	LCA Board	
Mrs. Joanna Bruce	LCA Board	
Mr. Dave Archer	LCA Board	

4. Meeting Agenda

I. Devotion and Prayer
II. Board Officer Elections
III. Approve Agenda
IV. Head of School Report
V. Strategic Planning
   a. Update from Mike
VI. Finance Report

a. PSAS

VII. Education Report

VIII. Spiritual Life Report

IX. Facilities Report

X. Parent/Teacher/School Partnering

XI. Board of Trustees Management

a. Retreat Dates

i. Board Member Orientation

ii. Development of Board Norms

b. Updating of Board Policies and Procedures

i. Policy for Expulsion and Discipline

c. Board Calendar

i. Evaluation of Mike

ii. Review school, directors' and officers' insurance coverage

iii. Appointment of Members to Committees

iv. Date for Board/Staff Breakfast

XII. Old Business

a. Motion from 6/9/09: The Board must set a practice for recording and safe-keeping of all policies.

XIII. New Business

a. Living Memorial Fund

b. Gettelfinger Fund

c. Memorial for Elizabeth Rasmusen

XIV. Schedule Next Regular Meetings (September 3, documents August 31)

XV. Approve Minutes

XVI. Closing Prayer

5. Meeting Minutes

5.1. Devotion and Prayer

Margaret on Prov. 15:22; Opening prayer by Brian Callahan

5.2. Board Officers Elections

The following officers were elected;

President: Margaret Jones
Vice President: Ryan Beisecker
Secretary: Niek Schreuder
Treasurer: Dave Archer

5.3. Approve Agenda

Motion to approve: Sandy Siefers
Second: Brian Callahan
Motion approved:

5.4. Head of School Report

Mike presented the HOS report as well as the state of the school 2008-2009 report.

5.5. Strategic Planning

5.5.1. Update from Mike:

Process with start again through the end of August 2009.

5.6. Finance Report

5.6.1. PSAS

MSA - The Finance Committee submits the following recommendation for approval by the LCA Board of Trustees. The Scholarship allocation for the 2009-2010 Budget be increased from $60,000 to the amount necessary to cover the Round 1 and Round 2 awards as calculated by PSAS. The amount to fund PSAS Round 1 and Round 2 awards shall not exceed $75,500.

Motion: Ryan Beisecker
Second: Niek Schreuder
Vote by email; Motion approved

5.7. Education Report

Nothing to report

5.8. Spiritual Life Report

Awaiting direction from the strategic plan. First meeting will be scheduled for September.

5.9. Facilities Report

Ryan reported on some improvement projects that were completed during the summer break.

5.9.1.

5.10. Parent/Teacher/School Partnering

Awaiting direction from the strategic plan.

5.11. Board of Trustees Management

5.11.1. Retreat Dates

Margaret will mail possible retreat dates and social event dates.

5.11.1.1. Board Member orientation

To be discussed at retreat

5.11.1.2. Development of Board Norms

To be discussed at retreat

5.11.2. Updating of Board Policies and Procedures

5.11.2.1. Policy for Expulsion and Discipline

All school and board policies to be addressed.

5.11.3. Board Calendar

5.11.3.1. Evaluation of Mike

Margaret + Mike will discuss this.

5.11.3.2. Review school, directors' and officers' insurance coverage

Mrs. Stevens are busy investigating this.

5.11.3.3. Appointment of Members to Committees

Each standing committee should have at least one board member on the committee
The following board members will serve on the following committees
Finance: Dave Archer + Kevin Spicer
Education: Amy Holdeman + Margaret Jones
Spiritual Life: Amy Holdeman + Joanna Bruce + Niek Schreuder
PTF: Margaret Jones + Joanna Bruce + Kathy Strickler
Facilities: Ryan Beisecker

5.11.3.4. Date for Board/Staff Breakfast

Board will bring in Pizzas on Aug 13 at noon.

5.12. Old Business

5.12.1. Motion from 6/9/09: The Board must set a practice for recording and safe-keeping of all policies.

Niek + Mike + Dave will present the LCA policy document control process at the next board meeting.

5.13. New Business

5.13.1. Living Memorial Fund

Refer to the Finance committee to establish and promote the Living Memorial Fund.

5.13.2. Gettelfinger Fund

Dr Gettelfinger is working on plans for utilizing the funds.

5.13.3. Memorial for Elizabeth Rasmusen

Too early for any action in this regard

5.14. Schedule Next Regular Meetings

Next meeting – Tuesday Sept 8th, 2009; documents ready by Thursday Sept 3rd, 2009. Future meetings will be held on the first Monday of the month.

5.15. Approve Minutes

Motion: Brian Callahan- Approve minutes
Second: Kevin Spicer
All in favor; Motion approved.

5.16. Closing Prayer

By Sandy Siefers.

I. Meeting Results

Results Table

Meeting Result *	Subject/Description	Owner / Source	Date Initiated	Status **	Target Date

[Table can be sorted; highlight the table, select Table from main tool bar, select sort, choose sort options.]

Legend

*		**	
A	Action	C[date]	Control Date; status of action will be discussed, the date adjusted
S	Status	D[date]	Deadline
D	Decision		
I	Issue		
P	Establishes or adjusts LCA Policy		
T	Time Agreement for next meeting		

II. Abbreviations

MSA = Motion made and Seconded and Approved
MA = Motion made and Approved (used for Motions from Committees)