

**DES MOINES CHRISTIAN SCHOOL**

**Board of Directors Meeting**

**April 15, 2019**

**OPEN SESSION MINUTES**

**MEETING LOCATION:** Des Moines Christian School; 13007 Douglas Parkway; Urbandale, IA, 50323

**CALL TO ORDER:** President John Leusink called the meeting to order at 7:35 pm.

**BOARD MEMBERS PRESENT:** Vice President Casey Miller, Secretary Sarah Spilman, Directors Shaun Bennett, Cynthia Christy, Todd Goeldner, Patti Johnson, Tim Lundberg, Darin Roggenburg, Heidi Vermeer-Quist

**MEMBERS ABSENT:** Treasurer Jim Plagge, Director Steve Durick

**ADMINISTRATORS PRESENT:** Superintendent Cade Lambert, Administrative Board Secretary Rebecca Fox

**VISITORS PRESENT:** None

**OPENING PRAYER:** Cynthia Christy led the board in devotion and prayer.

**APPROVAL OF MINUTES:** Shaun Bennett made a motion to approve the minutes from the March board meeting. Second from Casey Miller. Motion carried.

**BOARD ACTIONS:**

1. The Governance committee made a motion to amend Article III, Section 2 of the bylaws for consideration and vote at the May association meeting. The language would read as follows:

SECTION 2. NUMBER AND ELECTION OF DIRECTORS. The number of Directors shall be no fewer than ten (10) and no greater than twenty (20). The term of office shall be three years, beginning July 1 of the year elected and ending on June 30, three years later (hereinafter "Term"). The Board may increase or decrease a Director's Term by one year to maintain Board balance. At least 15% (rounded to the nearest whole number) of the Board shall comprise new members each year. Directors shall only serve on the Board for two consecutive elected Terms. After serving two consecutive Terms, a Director must complete a mandatory year off prior to serving another Term. Should a mid-term vacancy occur, the Board may appoint a replacement to fill the remainder of the unexpired Term. If appointed to the Board, the remainder of that Term is not considered a full Term as it applies to the two consecutive Term limit.

Second by Darin Roggenburg. The motion was approved.

2. The Governance committee made a motion to recommend the following individuals as Board members for 2019-2022, for consideration and vote at the May association meeting, pending approval of the bylaws at the meeting: Angela Clement (first term), Buck Olsen (first term), Shaun Bennett (second term), Cynthia Christy (second term), Steve Durick (second term), Patti Johnson (second term), and Tim Lundberg (second term),. Second by Heidi Vermeer-Quist. Motion was approved.
3. The Finance committee made a motion to the Board to purchase the upgraded School Information System (SIS) and ancillaries at a cost not to exceed an additional \$78,000 beyond the budgeted expense between now and 6/30/20. Second by Casey Miller. Motion was approved.
4. Mr. Lambert recommended that Des Moines Christian School initiate the Commons remodeling project, up to \$1.5 million, backed by cash and donations. Motion by Todd Goeldner, second by Cynthia Christy. Motion was approved.

**SUPERINTENDENT REPORT:**

1. Mr. Lambert reported strong enrollment that is very close to capacity. At the time of the meeting, there were 1122 students enrolled with additional prospects, and 8 levels (between 2-year-olds and 12th grade) were full. Retention for K12 is 97.62%.
2. DMCS will be launching a school application in July to consolidate much of the parent interaction (business and communication) of the school.
3. Mr. Lambert reported on the ISM survey results. Communication will be forthcoming with families to thank them for their participation and indicating how some of the concerns will be addressed.

**RECOGNITION OF EXCELLENCE:** The Board would like to formally recognize the following individuals:

- Julia Veenstra, Kristin Phillips, Becki Rippey, and Michelle Shimp for their hard work to plan and execute the DMCS Gala.
- Manda Miller, Jeff Johansen, and Tawnya Willits for their work on the school musical (Wizard of Oz).

**ADJOURNMENT:** The Board adjourned to closed session at 8:20 pm.

Respectfully submitted,

Sarah Spilman, Board Secretary

Des Moines Christian School