



**The Covenant Preparatory School
Board Meeting Minutes
September 10, 2019**

Attending Members: Shaun Dean Robert White Angela Rundle
Alex Sagebien Kyle Lipstreu Jeff Rogers

Also Attending: Lorraine Hill

The Board meeting started at approximately 6:30 pm at the Upper School Campus. Jeff opened with a word of prayer. No parents or visitors attended the parent session.

First on the agenda was a review of the Board calendar. Shaun reviewed the latest updates to the Board calendar. Lorraine suggested that the item “present annual report of rental income and expenses to the Board” be moved to November. An item that needs to be added is the Board self-evaluation which can be added to the October meeting. The Board also needs to determine a date for a Board retreat.

The next item was an update from the Head of School. Lorraine reviewed financials and 2018-2019 cash flow. Lorraine also reviewed the enrollment forecast for 2019-2020 and staff attrition/retention summary. Lorraine then spent some time reviewing the enrollment forecast and 2019 marketing plan. Lastly, Lorraine reviewed the 2019-2020 budget and ensuing discussion.

Kyle gave a brief update on the Board Policy Manual (BPM) and progress made in completing the review process. Kyle will add mention of naming rights and a signature page. Per these additions, Shaun made a motion to approve the BPM, and Robert seconded the motion. All members voted to approve. The motion passed.

Shaun gave an update on the land sale, indicating that the contract had been signed by Covenant and is awaiting signature from the Purchaser. Further information will be provided to the Board via email as it is received.

Robert made a motion to approve Shaun Dean and Lorraine Hill as authorized signers on the accounts of the school. Angela seconded the motion. All members voted to approve. The motion passed.

Angela made a motion to approve the August 6 meeting minutes and Kyle seconded the motion. All members voted to approve. The motion passed.



Shaun mentioned the changes to the deed restriction for the property sale and will circulate to the Board members for review.

Lorraine proposed allowing a limited number of person(s) to sell Covenant-branded items with a portion of the proceeds to be given to the school. The Board agreed with the proposal and determined that it was within the authority of the Head of School to proceed with the proposal as presented.

The school's bus fleet was discussed and highlighted the need for a new bus. After discussing various options, Kyle made a motion to approve the purchase of a bus and Shaun seconded the motion. All members voted to approve. The motion passed.

The meeting adjourned at approximately 11:00 p.m. The next Board Meeting is scheduled for September 30, 2019 at the Upper School Campus.

Respectfully Submitted,

Alex Sagebien,
Secretary