



Imago Dei Academy Board Meeting Notes

Date: August 11, 2025

Time: Meeting started at 6:00 PM, Adjourned at 10:00 PM

Location: New School Building

Roll Call / Members Present:

Members Present:

- Richard Rapp
- Pam Kley
- Derek Jochimsen
- Joey Olsen
- Rachel Hauser
- Shaun Jochimsen
- Kelsey Reynolds

Members Not Present:

- Betty Sitler

Call to Order / Meeting Began:

Richard Rapp called the meeting to order at 6:00 PM.

Opening Prayer & Devotional:

Joey Olsen opened the meeting with a prayer and a devotional reflection on serving, as referenced in Galatians 5:13. He discussed the distinction between worldly serving and Godly serving.

Official Approval of Board Minutes:

The minutes from the Board meeting on **July 28th (Total Minutes: 124)** were approved. The motion for approval was initiated by Pam Kley and seconded by Richard Rapp. Motion carried.

Building Tour and Update:

Board members conducted a walk-through to observe the progress of the new building.

Questions were raised regarding storage, areas needing completion, and small fixes that must be addressed before September 2nd, the first day of school.

Playground Update:

Pam Kley made a motion that the playground fencing must be completed by September 30th, seconded by Derek Jochimsen. Motion carried.

Pam Kley also proposed that Brant's property needs to be removed from the garage and the area cleaned by August 31, 2025. Additionally, mulch should be brought in during the first week of September on both sides of the building, as we await fencing and the grass to seed. Kelsey Reynolds seconded this motion. Motion carried.

A tentative fencing day is set for September 23, requiring 12 strong adults or older students to assist with pounding in poles. Equipment needed includes fence post pounders and earplugs. A rain date will be established at a future meeting.

Scheduling 1-2 Additional Workdays:

Additional workdays for August are scheduled for Thursday, August 21st, and Saturday, August 23rd. Tasks include cleaning inside the new building and repairing leaking flanges on the roof. Pam Kley emphasized that Richard Rapp should not be alone on the roof; another person must be present. The church basement also requires cleaning during one of the workdays.

Topics from July 28th Meeting Requiring Further Discussion

Teachers' Dress Code Update:

Richard Rapp made a motion to amend the current teacher dress code to allow closed-toed shoes and business casual/conservative sneakers for comfort, as teachers are on their feet all day. Derek Jochimsen seconded the motion. Motion carried.

Ethics Code of Conduct Review: Proposal for Student and Parent Code of Ethics

Richard Rapp proposed that all students in fifth grade and above be required to sign a Code of Student Ethics. Additionally, parents will also be required to sign a corresponding Code of Ethics this year. Derek Jochimsen seconded the motion. Motion carried.

Joey Olsen recommended that two copies of the Code be provided to families: one copy to be signed and returned to Shaun, and the other to be retained at home for their records.

Teachers' Cell Phone Policy:

Teachers must keep their cell phones turned off or silenced and put away during instructional time or when in the presence of students. Emergency calls can be made to the school's primary phone. Teachers may use their cell phones during breaks or lunchtime unless they have recess or lunchroom duties. Shaun Jochimsen will manage the first and second offenses, which will be documented in the teacher's permanent file. The third offense will be addressed by select board members, and the fourth offense will require a meeting with all board members. Teachers may take photos or videos of student activities and share them in the Google photo album.

The motion was made by Pam Kley and seconded by Richard Rapp. Motion carried.

Stepping Stones Preschool Update by Kelsey Reynolds:

Progress in the preschool room was discussed. Material receipts for walls, flooring, and the bathroom were presented to Shaun Jochimsen. Discussions included the exterior and internal fire doors. Currently, there are 2 full-time students and 2 part-time students (from Junior Kindergarten), with a third full-time student expected to start in December/January. The preschool opening may be postponed to October, pending state approval for occupancy and mulch for the playground. We will continue to review preschool tuition costs, promote excitement, conduct family tours, and ensure families complete registration paperwork. Interested teachers will apply online using the same application as upper-grade teachers. We will assess how many students are needed to hire a teacher. Kelsey will keep families updated, and the board may assist families in finding alternative childcare while awaiting approvals.

Fundraiser Event Table:

Indianhead reached out to Kelsey Reynolds to see if Imago Dei Academy would like to send representatives to their parking lot on August 14th from 3 to 5 PM. Richard Rapp, along with children and Pam Kley, will represent our school. We will need to bring a tent, table, curriculum examples, jelly bracelets, and all necessary boards. Richard Rapp discussed bringing a reward spinning wheel, and candy to enhance interactivity at the booth. Kelsey Reynolds will prepare materials for representatives from Stepping Stones Preschool. Shaun Jochimsen suggested branching out by setting up tables at future events next year, such as the Junior Fair and National Night Out, to boost public relations.

Financial Discussion:

We own our dumpster, which costs ten cents per pound and is picked up weekly. We will continue to recycle paper and cans, and we need to start recycling plastic and glass for free pickup. The dumpster will be relocated for better access during our next workday.

A motion to cancel our Waste Management account was made by Pam Kley and seconded by Joey Olsen. Motion carried.

Pam Kley requested a closing statement from the building; Kelsey Reynolds will meet with Pam to exchange the necessary documents.

Pam Kley emphasized the need for proactive fundraising and acquiring new monthly donors due to the financial responsibilities associated with the new building. We need to budget for city water, projected at \$1,000 per quarter, and discuss past bills with WE Energy and XCEL to create a projected cost. Further discussion on income versus expenses **is required**.

Action Plan Discussed:

Strategies for acquiring larger monthly donors, smaller donors, and significant fundraising efforts were proposed. Each family will be encouraged to reach out to their churches for monthly donations as a ministry initiative. Richard Rapp discussed leading this initiative.

Public Relations:

Media:

Richard Rapp has contacted someone from his church to assist in creating a short promotional video. Shaun and Kelsey were included in this correspondence, and more details will follow. We will explore enhancing our social media presence through podcasts and Facebook posts. Kelsey Reynolds will reach out to the president of the Chamber of Commerce regarding a ribbon-cutting ceremony for the new Imago Dei Academy building, as we are part of the Ladysmith Area Chamber of Commerce.

OCD Fundraising Ideas:

The board brainstormed various fundraising ideas that require further discussion.

The Technology Safety Event discussion has been tabled for the next meeting.

Next Meeting:

Monday, August 25th at 6:00 PM

Closing Prayer and Meeting Adjourned:

Richard Rapp offered the closing prayer and adjourned the meeting at 10:00 PM.

Meeting Total Minutes: 240 minutes

Kelsey Reynolds
Secretary, Imago Dei Academy

