

HIGHLAND CHRISTIAN SCHOOL

ANNUAL SOCIETY MEETING AGENDA 2024/2025 School Year

TUESDAY, APRIL 29, 2025
6:00 p.m.

3040 Ridge Road
Highland, Indiana 46322
838-0356
www.highlandchristian.org

HCS Vision Statement: *“All Highland Christian School students will be academically equipped, biblically grounded, and spiritually nurtured to impact their world for Christ.”*

Highland Christian School

Annual Society Meeting Agenda

Tuesday, April 29, 2025 at 6pm

- I. Registration
 - Please sign in when you arrive.
 - Ballots will be handed out when you sign-in.
 - Hand in any paper absentee ballots before the meeting begins.
 - Electronic absentee ballots must be submitted by 5pm
- II. Opening Devotions and Prayer: Shawn Evers, Board President
- III. Minutes of the 2023-2024 Society Meeting on Monday, May 6, 2024:
 - These minutes are received for information.
- IV. Approval of Absentee Ballots: Shawn Evers
- V. Song: Kathy Huizenga and Abby Weener
- VI. Update on Administrative Changes: Shawn Evers
- VII. Committee Reports
 - A. Education: Kyle Weener and Andrea Harvey
 - B. Finance: Holly Haitsma
 - C. Building and Grounds: Howie Ridder
 - D. Transportation: Howie Ridder
 - E. Foundation: David Sherwood
- VIII. Development Director's Report: Jodi Lineburg
- IX. Introduction of Board Nominations: Shawn Evers
 - A. Taylor Boice
 - B. Joe Jonkman
 - C. John VanderPol
- X. Presentation of the Proposed 2025/2026 Budget: Holly Haitsma
- XI. Election of Trustees & Approval of Proposed Budget: Shawn Evers
- XII. Recognition of Outgoing Board Members: Darla Kinkade
- XIII. Comments from the Society: Darla Kinkade
- XIV. Closing Prayer and Adjournment: Holly Haitsma

Special Society Meeting

- I. Review of Proposed Purchase of Hammond School: Carrie Hutton and Holly Haitsma
- II. Proposed Purchase of Hammond School Vote: Shawn Evers
- III. Closing Prayer: Shawn Evers

Highland Christian School
Annual Society Meeting
Meeting Minutes
Monday, May 6, 2024 - 6:00pm

Present: 56 members were present for the Society Meeting.

- I. Registration
 - Please sign in when you arrive.
 - Ballots will be handed out when you sign in.
 - Hand in any absentee ballots before the meeting begins.

- II. Opening and Devotions and Prayer: Deanne Van Rosendale, Board President, opened with prayer and devotions.

- III. Time of Worship: Kathy Huizenga and Abby Weener led the Society in worship.

- IV. Minutes of the 2022-2023 Society Meeting on Monday, May 1, 2023 were received for informational purposes.

- V. Approval of Slate for Highland Christian School Board
 - Blake Evans, Carrie Hutton Latsoudis, and George Van Laten. The slate of nominees are on the ballots received when Society members signed in for the meeting.
 - **100 ballots were casted for board members: 94 - Yes; 6 - No**

- VI. Committee Report Presentations
 - Education: Kyle Weener and Deanne Van Rosendale gave a report on the educational progress of the school.
 - Finance: Shawn Evers summarized the finance report.
 - Building & Grounds: Howie Ridder summarized the B&G report.
 - Transportation: Howie Ridder summarized the Transportation report.
 - Foundation: Dave Sherwood provided a summary of his report.

- VII. Presentation of Proposed 2024/2025 Budget: Shawn Evers reviewed the proposed budget.
 - **100 ballots were casted for board members: 91 - Yes; 9 - No**

- VIII. Development Director's Report: Jodi Lineburg summarized her report.

- IX. Comments from the Membership. Deanne Van Rosendale opened the floor to Society members, asking if anyone had any comments or questions.

- X. Recognition of outgoing board members: Shawn Evers
 - Curt DeGraff, Julie Sitter, Deanne Van Rosendale

Education Committee Report

The Education Committee has had a productive year of supporting the educational goals of Highland Christian School. This year, Highland Christian served a total of 676 students - 566 students in Kindergarten to 8th grade and 110 students in preschool.

To start the school year, six staff members attended the PLC Conference in Lincolnshire, Illinois. Our focus continues to be on the following four big questions:

1. What do we want students to learn?
2. How do we know they have learned it?
3. What do we do if students don't learn the material when we teach it?
4. What do we do if students know it before we teach it?

The 2024-2025 school year continued with strong academic excellence for our students led by the work of our gifted teachers. To help prepare teachers for intentional instruction, we continue to utilize Late Starts for state mandated training and learning best instructional practices. A sample overview of Late Starts includes time spent working on vertical curriculum alignment; planning project based learning experiences; reviewing the importance of explicit instruction; focusing on building faith within our students; and re-organizing curriculum instruction to align with the new ILEARN test. In addition to regular professional development, ten teachers partnered with the state of Indiana to complete an 80 hour program entitled "Keys to Literacy" which allows them the opportunity to add a Literacy Endorsement to their teaching license.

This school year, Highland Christian participated in Indiana's Literacy Cadre. Our partnership with the Literacy Cadre allowed us to employ Kristin Freel as our Literacy Coach through a two year grant we were awarded. In this two year program, Kristin partners with a mentor coach from the state and receives weekly professional development that she is able to use to further train our teachers on best practices in literacy. This partnership has provided excellent support to both Kristin and our teachers as we shift reading instructional practices and work to prepare our students for the IREAD3 state assessment.

For the 2024-2025 school year, the teachers did not receive any new curriculum; however, we are excited to announce that in the 2025-2026 school year we will be updating our Science curriculum. The Science curriculum review team analyzed many options and have determined that McGraw Hill's Science curriculum will be the option for our students and school. Furthermore, the team was able to secure a \$10,000 grant to expand our Project Lead the Way (PLTW) modules in grades K-2, 6th and 8th. PLTW is an inquiry-based and hands-on learning experience for our students that will provide students with many interactive Science learning opportunities.

With the hiring of Anna Haan, Hannah Doyle, Sarah LaReau and Deborah Delaney we have been able to expand our offerings in the Student Support Services department. Both Ms. Julian and Mrs. Haan work in tandem to provide services to our English Language Learners. Mrs. Doyle works alongside individual students to provide intentional 1:1 academic support. Mrs. LaReau has increased our Speech services from two to three days per week this school year. Ms. Delaney works alongside Mr. Ritzema and the Students Services team to provide support to students in need and contact families regarding tardies and absences. Our expansive Student Support Services team now meets the needs of over 100 individual students with a variety of needs through targeted interventions for academic and speech, while our behavioral and counseling services reach 90 individual students.

At the start of the school year, we launched the first of nine elements of the profile of a HCS graduate. Our first focus was on what it means to be a “Creation Caretaker”. In partnership with Mrs. Vicki Huizenga, grade level teachers updated elements of student Faith Formation journals to connect with being “Creation Caretakers”. As Director of Faith Formation, Mrs. Huizenga worked with grade level teams to promote the theme of “Creation Caretakers” into monthly whole school chapels led by students in grades K-5. Lastly, Mrs. Huizenga championed our Saturday Serve initiative throughout the year. Building a heart for service and serving others is an important part of HCS’ culture.

We are thankful for the fourth grade teachers and students who participated in the state ILEARN pilot program this school year. This optional program allowed us the opportunity to have one grade level participate in the new ILEARN test that will be required next school year in grades 3-8. Through the process, we were able to get valuable information regarding both the implementation and student scoring process which will prove beneficial as we navigate the new state mandated test next school year. With the change to the new ILEARN test, the students in grades 3-8 will no longer participate in the NWEA MAP tests for Math and ELA.

Our fifth graders are looking forward to ending the school year by going to Camp Roger for Science Camp in May. During this time, 100 students, parents, and teachers will explore the wonders of God’s creation through immersive hands-on learning experiences focused on Science and Bible instruction.

This year our Junior High electives expanded to include a second section of Bigs and Littles, a girls IMPACT class, a Music Ministry course, small group targeted intervention times and a PULSE class focused on drumming, xylophones, and movement.

We had a record-breaking number of students participate in tryouts for many of our junior high athletic teams. A highlight from this fall occurred when the soccer team came home with a first place conference trophy for the third year in a row. Each team this year has done a great job of not only representing Highland Christian, but also representing Jesus. We had many new and returning coaches this school year and we are

appreciative for each and every person who coached. We are thankful for Luke Hillegonds' leadership as he stepped into the role of Athletic Director and PE teacher this school year.

Lastly, the Education Committee would like to extend a special thank to Rick Vanderwoude (45 years) who will be retiring at the end of the school year. Over the years, Mr. VanderWoude has been a dedicated classroom teacher and Director of Technology. We want to thank Mr. VanderWoude for all of his contributions to the Highland Christian School community. He has made a lasting impact on thousands of lives for Christ.

Joining the HCS team for the 2025-2026 school year will be a new Assistant Principal, 3rd grade teacher, Director of Technology, Director of Finance, Special Education teacher, and Before and After Care (BAC) staff. Please continue to keep the teachers and staff in our prayers.

May God continue to bless the efforts and Kingdom work that is happening at Highland Christian School!

Dr. Kyle Weener
Principal

Mrs. Andrea Harvey
Assistant Principal

Mrs. Jenn Neibert
Education Committee Chair

Finance Committee Report

We continue to be blessed by God's faithfulness here at Highland Christian! The finance committee and school board continue to seek the Lord's will in being financially responsible while also continuing to pursue providing a high-quality Christian education.

Some highlights of this last year include:

- The office renovation and expansion was completed just in time for the beginning of the school year! This project was fully funded by non-tuition dollars and provided additional offices and work spaces, a sick room, washroom, and a secure entrance into the school.
- An outdoor scoreboard was purchased and installed for the soccer field using auction funds.
- We were able to provide tuition assistance to 100% of those who demonstrated financial need and applied via our third-party application, FACTS. We are thankful for generous donors who support the Tuition Assistance Fund.
- Our building expansion loan is ahead of schedule and is currently \$1,990,000.
- Administration and the board worked with various department heads and other school leaders to draft 3 year departmental budgets, which helped build a 3-year budget forecast.

In preparing for the 2025/2026 school year, many of the priorities of the finance committee remained similar to this past year. Teacher and staff compensation continues to be a strategic goal and priority. Our teachers and staff are our greatest assets. We understand that with a 7% increase, this will be the second year in a row of a rather substantial increase; however, we need to continue to close the gap compared to that of other local private and public schools.

The budget proposed for the 2025/2026 school year assumes a total enrollment of 600 students (kindergarten – 8th grade) with tuition set at \$9,150. The expense budget planned for 2025/2026 is \$6,596,848. To ensure transparency and clarity, we have taken additional measures to host a budget night that took place on March 4 and created a robust FAQ that was shared with the constituency. Thank you to those that took the time to attend this informational meeting! We are hopeful you will take the time to review the supplemental FAQ document as a result of the informational meeting.

While we are incredibly thankful for how blessed we are, and how faithful God has been; we continue to pray for His guidance and wisdom as we act as stewards of the many gifts God has provided to Highland Christian!

Holly Haitsma
Treasurer

Building and Grounds Committee Report

This past school year our B&G Committee consisted of Glen DeYoung, George VanLaten, Karen Sherwood, and Howard Ridder. We would like to thank Glen, Jeff, Nate, and Sandy for their knowledge and dedication keeping Highland Christian such a clean and wonderful place for our kids to learn in.

The biggest highlight of this past year was the completion of the office bump out and new entry project. This project involved a new, secure main entry way into the building for guests, a sick room for kids, new offices for the staff and new office desk layout for the secretaries. This has elevated the security of the school and provided much needed space for staff. Some of the other highlights from this past year include:

- New soccer field scoreboard
- Bleacher repairs and maintenance
- New fencing behind soccer goal, and along bus lane
- New carpet in a few classrooms
- Parking lot restriping
- New benches in the playground
- New roof installation (front of school over library)
- New drain tile line added to soccer field
- Soccer field aeration and overseeding
- Drywall added to the attic space to create added space for teacher storage
- New circulating pump
- New heat and air in a few classrooms

This summer we look forward to continuing regular maintenance around the building, highlighted by replacing some of the old outdated heaters and air conditioners.

God continues to bless HCS year after year. We give praise to Him for providing us this building in which our kids and grandkids can come to for an amazing Christian education. I would like to thank everyone for their support and prayers for this school and those who occupy it.

Howard Ridder, Chairman
Building and Grounds Committee

Transportation Committee Report

The Transportation committee members this past year consists of Michelle Herrell, (Transportation Director), Wes Blocker (maintenance coordinator), and board members Karen Sherwood, George Vanlaten, and Howard Ridder.

As a Committee, we would like to thank all the drivers for safely caring for our students, not only on their morning and afternoon routes, but also for the many field trips and sporting events they drive for.

The continued relationship with the school Town of Highland for repairs and maintenance has been instrumental in keeping costs low for HCS. We continue to look for land for offsite parking of the school buses, which would also double to assist for extra room in training of our new drivers.

As the school continues to grow in student population, the Committee is continuing to evaluate our current needs as well as our future needs. We have determined that we should have 8 full size buses; currently we have 7 full size and 2 smaller. We hope to replace the smaller buses with a large one and replace one of the older large buses with a more reliable and dependable bus this summer.

As we prepare for continued growth, we have a need for regular and substitute drivers for the 25-26 school year. God has been good, and we know that He will continue to provide. Thank you for the prayers and support as we serve the HCS students and families.

Howard Ridder, Chairman
Transportation Committee

Foundation Committee Report

For the past 40 years, The Highland Christian School Foundation has faithfully promoted the long-term viability of Highland Christian. Since its establishment in 1985, the Foundation has grown its assets through strategic investments and by receiving, managing and administering funds and property exclusively for the school's benefit.

Throughout its history, the Foundation has fulfilled its mission by providing tuition assistance for students, supporting facility expansions, and serving as a resource for the School Board to address unique challenges. The Foundation has been proactive in adapting to changes in the educational landscape and works with the School Board to keep up to date on legislative developments regarding the voucher system, ensuring a smooth transition to new educational policies.

Through our outreach to the community and Highland Christian Alumni, we are committed to increase the awareness of the Foundation's history and mission. A highlight of 2024 was the golf outing, which brought together the Highland Christian family to celebrate and support the school's ministry. It was truly a blessing to combine fun with fundraising, and we are grateful to all those who have supported this event over the past four years!

As Highland Christian continues to grow, so must the Foundation. We are committed to increasing the resources we provide to the school while upholding our mandate to ensure its long-term sustainability. Over the past two years, we have collaborated with the School Board to maximize the Foundation's gifts with a targeted approach to fund distribution.

Our annual gift to Highland Christian from the Foundation is based on a 4% of the rolling 3-year average of the Foundation's net asset value. The Board is once again excited to present the school with a gift of \$202,000 for the 2025-2026 school year. This is an increase from the \$188,000 gifted this fiscal year.

In 2024, the Foundation ended the year with assets totaling approximately \$5.7 million. Growth came primarily from \$500,000 in investment income, \$225,000 in gifts from ETC, and other generous gifts totaling \$103,798.

The Foundation Board would like to thank all of those who have supported the Foundation for the past four decades! God has blessed you, and you have been faithful stewards of these resources, pouring back your time and money into sustaining Highland Christian and providing meaningful tuition assistance to families in need. As we look to the future, we aim to help even more children receive a Christian education and grow in their faith with Christ.

It is our joy to walk alongside you in this ministry and serve His Kingdom faithfully. Together, we look forward to continuing this mission for another 40 years and beyond!

With gratitude and blessings,
David Sherwood, Chairman
HCS Foundation Board of Trustees

Development Director's Report

God, in sovereignty and love, has kept Highland Christian School for 116 years. In these same years, Highland Christian School's community has faithfully and generously invested their time, leadership, and financial support to ensure that our mission is fulfilled, our vision achieved. As we navigate this current season of prosperity and respond to the ever-evolving ecosystem of Christian education, we appreciate the structures that govern and guide us and the many people who partner with us in this cause.

Our primary fundraising goals in 2024-2025 related to repayment of the expansion loan, growth of the Foundation Fund, and support for the operating budget. In addition to gifts for our regular appeals, we've received offerings from our supporting churches, tribute gifts that honor beloved members of our HCS Family, and constituent designated gifts for family legacy funds, wish list items, tuition assistance, and school safety and security initiatives. Below is a summary of giving for FY 2025 as of March 21, 2025.

\$623,877 | Expansion loan

To date, we've received \$2,986,424 in gifts for the 2023 Expansion and have additional funds pledged in the amount of \$240,265. Total project costs were \$5,592,641. As of March 2025, we've repaid 64% of these expenses and have an outstanding loan balance of \$1,990,000 (36%).

\$103,798 | Foundation

Foundation giving is composed of gifts to our annual Appeal (\$33,907), Tribute gifts (\$2,710), and Special Gifts (\$67,181). We continue to appreciate how the Foundation emboldens and empowers Highland Christian School in its service to families.

\$69,601 | Auction Sponsorships & Gifts-In-Kind

Great thanks are due the Auction Committee and event sponsors who've given generously and laid a great foundation for a successful event on April 26, 2025!

\$15,449 | Supporting Church Offerings

We are truly grateful for the continued gifts and offerings from our supporting churches! This offering total is significantly higher than prior years and is in addition to the thousands of dollars that were paid directly to church members' tuition accounts not tracked in our Development Office.

\$18,831 | Family Legacy Fund Gifts

Family Legacy Funds are donor directed funds, established by families in our community to provide annual gifts for specific programs and purposes that include, future large projects, the library, student supports, tuition assistance, and music instruction. Through these, \$36K was distributed this Spring for their designated areas.

\$26,607 | Tuition Assistance

While today's students have access to the CHOICE Scholarship, families still encounter medical, employment, and other environmental circumstances that compromise financial plans, and potentially threaten enrollment. We're honored to administer tuition assistance gifts and have distributed over \$35K this fiscal year. How wonderful it is to be a conduit for God's mercy!

\$14,762 | Wishlist

Every department was blessed in some way this year through the Wishlist! Thanks for granting these non-budgeted wishes and directly impacting the day-to-day learning experience of students!

Jodi Lineburg
Development Director

SCHOOL BOARD NOMINEES



Joe Jonkman

Joe has been married to Suzanne (Wiltjer) for 32 years. The Lord blessed his family with two sons Caleb and Jared both of whom graduated from HCS, ICHS and Trinity Christian College. Joe is an HCS alum from the class of 1978. Joe and Suzanne currently attend Oak Glen United Reformed Church. Joe has served the church as a Sunday School Teacher, Head Cadet Counselor and Deacon. Joe is currently employed at Ozinga Brothers Middle River Marine Terminal in Chicago where he manages logistics and inventory. Joe and his wife have witnessed firsthand the positive impact a lifetime of Christian education has made on the lives of their children. Joe believes passionately in the biblical mandate of Deuteronomy 6 to educate and train our covenant children in the fear and knowledge of the Lord. He also believes firmly in the Christian community's role to assist the home and school in providing a foundational school framework within which our children can be instructed from a reformed worldview. He feels honored to be considered a board member of HCS.



John VanderPol

John and his wife Larissa live in Highland with their 3 children. Paxton is in 6th grade and Emmett is in 3rd grade, both at Highland Christian School. Kinley is a Freshman at Illiana. They are members of Faith Church in Highland, where he currently serves on the technical arts team and formally served as a deacon. At HCS, John serves on the technology committee. Professionally, he is a software engineer.



Taylor Boice

Taylor Boice and his family are proud to be part of the Highland Christian community. His wife, Janna, and he live in Munster, IN with their daughter, Quinn (1st grade), and their sons, Ryne (Pre-K3) and Rhys. They are members of Faith Church – Dyer, where Taylor serves as a small group leader for 3rd–5th grade students. He graduated from Trinity Christian College in 2015 with degrees in Finance and Communications. As a Founding Partner at +1 Group, he works as a financial planner, helping families and business owners navigate their financial futures with confidence. Outside of work, he is passionate about sports, enjoys playing golf, and loves coaching his kids. He is also honored to serve on the foundation board at Elim Christian Services, supporting its mission to empower children and adults with disabilities.

BUDGET PROPOSAL 2025/26

HCS School Year 2023/2024	HCS School Year 2024/2025	HCS School Year 2025/2026
Tuition \$7890 Annual Budget	Tuition \$8500 Annual Budget	Tuition \$9150 Annual Budget
Based on 495 FTE	Based on 560 FTE	Based on 600 FTE

REVENUES

Parent Receipts	3,868,050.00	4,725,000.00	5,412,708.00
Tuition Credits	(23,368.00)	(43,950.00)	(39,208.00)
Special Education (APC Income)	30,000.00	40,500.00	62,623.00
Gifts to Offset Expenditures	30,000.00	30,000.00	30,000.00
Support from Foundation	160,000.00	188,000.00	202,000.00
Miscellaneous Revenue	23,950.00	60,000.00	35,125.00
Administrative Income	30,300.00	35,000.00	44,000.00
B & G Income	100,800.00	112,360.00	130,000.00
Transportation Income	65,000.00	78,191.00	70,000.00
BAC Income	35,000.00	75,000.00	60,000.00
Hot Lunch Income	137,000.00	156,250.00	165,000.00
Preschool Income	355,040.00	378,900.00	424,600.00
TOTAL REVENUE	4,811,772.00	5,835,251.00	6,596,848.00

EXPENSES

Wages & Salaries	3,163,986.00	3,776,521.00	4,363,412.00
Pension Expense - CSI Legacy	102,684.00	102,684.00	102,684.00
401K - Employer Matching Contributions	82,749.00	140,116.00	161,020.00
Health Insurance	311,868.00	377,520.00	369,795.00
Professional Development	19,950.00	22,000.00	22,000.00
Miscellaneous Expense	9,275.00	16,250.00	17,400.00
Curriculum, Tech, Supplies*	436,872.00	657,160.00	613,864.00
IN CHOICE Contingency Fund	120,000.00	148,000.00	132,000.00
Contingency			66,000.00
Professional Fees	46,200.00	61,000.00	66,560.00
Bad Debt Expense	10,000.00	5,000.00	3,000.00
Building & WC Insurance	68,800.00	90,140.00	94,225.00
Building & Transportation Expense*	161,300.00	218,360.00	398,387.00
Utilities	96,000.00	110,500.00	97,500.00
Interest Expense - Expansion Loan	150,000.00	110,000.00	89,000.00
TOTAL EXPENSES	4,809,684.00	5,835,251.00	6,596,848.00

NET INCOME 2,088.00 - -

* In the 2025/26 budget, items were reclassified from Supplies to Building Expense. Additionally, the EANS Covid relief ran out in the fall of 2024.