



## ILLIANA CHRISTIAN HIGH SCHOOL

### *Challenged to Serve*

Illiana Christian High School is founded on the Bible as interpreted in the Reformed creeds. We graduate academically capable young people with a comprehensive Christian view of life committed to the challenge of serving God and others.

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# ASSOCIATION MEETING NEWSLETTER

APRIL 19,  
2021

**THIS EDITION OF THE "SPECTATOR" IS TO TAKE CARE OF BUSINESS!** There are three matters that require the attention of the school Association. You can vote for all three by going to the school's website and voting online. You can also vote for all three matters with a printed absentee ballot (on the back page of this printing and available on the website). And, finally, you can come to the Association meeting and vote in-person (with a mask on) on Monday, April 19 at 7:30 PM. By adding these convenient ways to vote, we are hoping for broad participation in these decisions.

**THE THREE MATTERS TO ATTEND TO** are the annual budget, board members, and a proposal to change the constitution. The budget is printed here with explanatory notes. Then there are board members to be elected. Two are up for re-appointment and four board members need to be elected from the four pairs that are also presented here. Finally, we have a proposal for constitution change. This will look like the proposal we voted on this past fall, but there are some noteworthy changes. Please read the proposal printed here to understand just what is being recommended. The most significant change would be opening up membership in the Association to include people not from Reformed churches, especially Illiana parents. We dropped the previous proposal to allow non-Reformed board members. This constitution change will require a two-thirds majority to pass; the budget and board members require only a simple majority. Also, there will be a special meeting to present the recommended constitution changes on Tuesday April 13th at 7:30 PM at the school.

The current constitution requires that Association members be from a Reformed church (We have interpreted that broadly to include RCA, CRC, URC, PCA, PRC, and any other church that affirms the "Reformed standards".), current Illiana parents or donors of at least \$10 (We have interpreted this broadly also so any member of an Illiana supporting church is considered a donor through their church's support), and adults not in high school. If you meet these three qualifications, please vote.

# NOTES TO THE 2021-22 BUDGET:

## General Fund

*The Following notes refer to specific lines for the recommended budget on the opposite page. Board Treasurer, Paul Smit, will be presenting this budget for approval at the Association Meeting on Monday, April 19, 2021.*

### EXPENSES

**PAYROLL AND BENEFITS:** Personnel salaries and benefits comprise 79% of the total General Fund budget. The faculty pay scale has incorporated a 2% increase; non-faculty salaries will also increase by 2%.

Starting with the 2019-20 school year, the CSI pension plan was frozen, ending contributions into the plan. However, all schools in the plan have an ongoing liability for a portion of the pension benefits already earned by current and former employees. For 2021-22, Illiana's share of that liability is 224,003. To provide for the future retirement needs of its employees, Illiana maintains a 401(k) plan. For the 2021-22 school year, Illiana will provide a matching contribution for all eligible employees of up to 5% of their salaries to help fund their 401(k) accounts. This is an increase of 1% and should now represent an adequate contribution level going forward.

We are budgeting \$545,000 for medical insurance for the coming year which stays consistent with projected costs for 2020-21. This year we were initially faced with a 21% increase to our medical rates. We were able to keep that cost down to about a 6% increase by moving to a smaller network while maintaining the same benefits. We also created two options for those who wanted to maintain

the big network plan at a higher cost. We moved both Life and Dental plans to UnitedHealthCare to keep everything under the same insurance company. Employees contribute 15% of the cost of their individual coverage and 25% of the cost for dependent coverage. We will continue to offer PPO, HMO, and HSA plans next year to help reduce costs and give employees more options.

**OPERATIONAL EXPENSES:** Operating Expenses comprise 21% of the General Fund Budget. The majority of these line items have been adjusted to keep in line with historical averages and current year projections.

**OFFICE SUPPLIES/POSTAGE:** This line item was decreased by \$3,000 to reflect actual costs.

**TELEPHONE/INTERNET:** This line item was decreased by \$11,000. Now that we are settled into the new campus we have a better idea of what the phone lines and internet will cost each year.

**COPIER LEASE, MAINTENANCE:** This line item was increased by \$4,500 to reflect actual costs over the past couple years at the new campus.

**INSTRUCTIONAL SUPPLIES/MEDIA CENTER:** This line item was decreased by \$12,000 due to cost-cutting measures and is a reflection of actual costs for the current year.

**TECHNOLOGY:** This line item was decreased by \$55,000. With hiring Al Dykshorn, we are able to take care of most of our technical issues in-house and can avoid outsourcing labor and the costs that come with that.

**CUSTODIAL SUPPLIES/MAINTENANCE:** This line item was decreased by \$20,000 to be more consistent with actual costs after discounting COVID expenses.

**BUSING:** This line item was decreased by \$8,000 to reflect actual costs.

**GRADUATION:** This line item was increased by \$2,500 to reflect actual costs.

**DEBT SERVICE:** Starting in March 2021, \$5 million of the construction loan on the new campus will be converted to a conventional mortgage requiring principal and interest payments with a 4% interest rate. For the 2021-22 school year, the principal and interest payment is estimated to be \$363,588. Any remaining debt from the new campus is being paid down by campaign pledges still coming in.

## RECEIPTS

**ENROLLMENT:** We are projecting an enrollment of 412 students for the 2021-22 school year which is a decrease of 28 students from the 2020-21 budget and the same number of actual students for 2020-21.

**TUITION:** The Board recommends a tuition increase of 4.00%, setting tuition at \$10,945. This percentage increase is consistent with prior years. A discount of \$650 will be available to members of supporting churches. All families will be offered an Illiana Foundation Tuition Grant but the amount has not yet been determined.

**BUS FEES:** This line item was decreased by \$2,200 to reflect current actual ridership.

**CHURCH OFFERINGS:** Each of our supporting churches has committed to supporting the school financially. For the 2021-22 year, we are asking churches to, again, contribute \$650 per student. We are budgeting \$169,000 for church offerings, which is a decrease of \$21,000 from the current year. This reflects the lower projected enrollment than last year. Illiana has always been very grateful for this generous support and is looking forward to a continued partnership with these churches.

**ILLIANA FUND:** We are budgeting \$285,000 for the Illiana Fund, which is an increase of \$45,000 over the current school year. We exceeded the goal for the Illiana Fund for the 2020-21 school year and look forward to building on that success for the future.

**FACILITY RENTAL:** This line item will be increased by \$2,000 to reflect current trends.

**RESERVE FUND:** Any deficit we accrue in 2021-22 will be funded through monies retained due to the Paycheck Protection Plan loan received in 2020-21 and used in the place of payroll and other operational costs. This will cover the full amount of debt service in 2021-22, thereby keeping the debt service out of the cost of tuition.

# ASSOCIATION MEETING

*Agenda*

APRIL 19, 2021

*at* 7:30 PM

-1-

OPENING DEVOTIONS

-2-

READING OF THE MINUTES

-3-

RECOGNITION OF  
RETIRING BOARD MEMBERS

-4-

ELECTION OF NEW BOARD MEMBERS

-5-

ANNUAL FINANCIAL REPORT

-6-

APPROVAL OF THE 21-22 BUDGET

-7-

VOTE ON PROPOSED CONSTITUTION

-8-

ANNUAL PRINCIPAL'S REPORT

-9-

CLOSING PRAYER

# 2021 BOARD MEMBER CANDIDATES

## GROUP 1



**LARRY OTTE** and his wife, Johnna, live in St. John and they have two sons. Jonathan and Joshua are both Illiana graduates and are currently attending college. Larry and his wife are members of Faith Church in Dyer. Larry is the Vice President of Finance at Providence Life Services. He has previously served 2 terms on Highland Christian's School Board. He served on the executive, finance and education committees during his terms.



**TIM GROENEWOLD** and his wife Kim have two children and live in Dyer. Sydney is a junior at Illiana and Tyler is in 8th grade at Crown Point Christian School. Tim is a member of Bethel Church in Lansing where he has worked as Comptroller since 2009. He also has served as president of the deacons, cadet counselor, and is currently on the property team at Bethel. At Crown Point Christian School he served as president of the Second Life Thrift Store board. Tim is the owner of C&T Lawn and Landscape which he started in 1993. Tim is currently serving on the foundation board at Illiana.

## GROUP 2



**ANNE SPOELMAN** lives in Highland with her husband Timothy. They are members of Faith Church in Highland. She and her husband have three children. Emmajean and Edison are Illiana graduates and Anderson is currently a freshman. Anne works at Highland Christian School as the Hot Lunch Coordinator. At her former church she served on the pastoral search committee and led children's programs. At Highland Christian she served on the PTO. In the community she served on the Roseland Youth Partnership Committee.



**CAROLYN MULDER** and her husband, Adam, live in Beecher, IL. They have five children and are members of Lynwood United Reformed Church. Johan is an Illiana alumnus, Katelyn graduated Illiana last year, Ryne is currently a junior, Karina is a sophomore, and William is an 8th grader at Lansing Christian School. Carolyn is currently a GEMS leader and a Sunday School teacher at her church. She is also serving on the Apple Pie Committee at Lansing Christian School. Carolyn is proud to be a farmer's wife, a mom to five, and lastly a worker at a local greenhouse where she has worked for the last seven years. On Friday nights she spends time as a bible study leader at the Rockville Women's Correctional Facility.

## GROUP 3



**PETE LINDEMULDER** and his wife Janelle live in Schererville. He and his wife have three children. Ava is currently a sophomore at Illiana, Chase is an 8th grader and Anya a 6th grader both at Crown Point Christian School. Pete and his family are members at Faith Church where he has been involved in youth group. At Crown Point Christian School Pete served as the School Board President. He also served on the capital campaign committee at Illiana. Currently, Pete is a member of the Bible League Board. Pete is the owner of Healthcare Waste Management.



**DAVE DEGRAFF** lives in St. John and is a member of Faith Church in Dyer. He is married to Nicole and they have three children. Arden is currently a sophomore at Illiana, Eli is an 8th grader and Ever is a 5th grader both at Crown Point Christian School. Dave is a sales manager at Van Drunen Farms and has been employed there for 22 years. He leads the sales team to achieve corporate sales goals and drives the sales department's initiatives. In the community he was a St. John Youth Baseball and Softball coach.

## GROUP 4



**TODD OLTHOF** is a member of Faith Church in Dyer. He and his wife Marla have three children. Haleigh is an Illiana graduate, Taylor is currently a junior, and Avery is currently a freshman. Todd is a home builder and is the President of Olthof Homes. He served as a member on Illiana's capital campaign committee. At his former church he served as a deacon. Todd serves on the board of Roseland Christian Ministries and is the President of the Home Builders Association of Northwest Indiana.



**MATT VAN WIEN** lives in Lowell with his wife Cari. They are members of Redeemer United Reformed Church in St. John. They have four children. Corynn and Joshua are married, Jacob is at Indiana University, and Faith is currently a sophomore at Illiana. Matt works for FedEx Express as a pilot. At his previous church he was a deacon and started/led a widow outreach and care program. Matt completed 21-years of military service as a F-15 Pilot in the United States Air Force retiring as a Lieutenant Colonel in 2016.

## SUBJECT TO A YES OR NO VOTE

**RYAN TERPSTRA** lives in Crown Point and is a member of Community United Reformed Church in Schererville. He is married to Nikki, and they have four children. Devin, Victoria and Alexandra are all graduates of Illiana, and Madelyn is currently an 8th grader at Highland Christian School. Ryan has been on the board at Highland Christian and at his previous church he served three terms as a deacon. Ryan works for Terpstra's Blue Water Marine where he is the General Manager.

**JANNA VAN ESSEN** is a member of Faith Church in Cedar Lake. She and her husband, Darren, live in Crown Point and have four boys. Logan is a senior and Luke and Zeke are sophomores at Illiana, and Dane is in 6th grade at Crown Point Christian School. Janna is a former elementary school teacher. At church she has served as a Stephen Minister, has been a co-leader in the children's ministry and has served on the evaluation and search committees. As a board member at Illiana, Janna has served on the Admissions, Nominating, Education, Policy and Executive committees.

# Illiana Christian High School Annual Financial Report

## Fiscal Year Ended July 31, 2020

### STATEMENT OF FINANCIAL POSITION July 31, 2020: ALL FUNDS

ASSETS:		
Cash, Money Market, CD Accounts		\$1,815,087
Investments		2,758,464
Miscellaneous Receivable		54,724
Pledges Receivable		2,449,514
Pre-paid expenses		163,766
Inventory (TRIP)		13,280
Land, Buildings, Equipment		<u>27,695,132</u>
<b>TOTAL ASSETS:</b>		<u><u>\$34,949,967</u></u>
LIABILITIES:		
Tuition Paid in Advance		\$224,808
Miscellaneous Payable		25,431
Annuity Contract Obligations		69,193
Other Liabilities		7,080
Note Payable		<u>8,313,689</u>
<b>NET ASSETS:</b>		<u><u>\$26,309,466</u></u>
All Funds		<u><u>\$26,309,466</u></u>
<b>TOTAL LIABILITIES AND NET ASSETS:</b>		<u><u>\$34,949,667</u></u>

### STATEMENT OF ACTIVITY BY FUND

	Balance 8/1/19	2019-20 Receipts	2019-20 Expenditures	2019-20 Interfund Transfers	2019-20 Impairment	Balance 7/31/20
General Operating Fund	(\$128,474)	\$5,189,220	\$5,010,780	\$350,915		\$400,881
Foundation Fund	\$2,346,449	199,810	55,277	(246,120)		\$2,244,862
Building and Property Value	\$320,775	64,153	52,943	(331,985)		\$0
Activity Fund	\$176,261	625,609	600,343	-		\$201,527
New Campus Fund	\$22,448,830	1,616,696	2,628,076	648,628		\$22,086,078
Other Funds: Includes Scholarship Funds, Tuition Assistance Fund, Academic Support Fund, BRIF Fund (Building Repair & Improvement Fund), Van Fund, Special Designated Fund, TRIP Fund, and P.I.E. (Ladies Auxiliary Fund),	\$1,558,547	1,553,098	1,313,789	(421,438)		\$1,376,418
<b>TOTAL</b>	<u>\$26,722,388</u>	<u>\$9,248,586</u>	<u>\$9,661,208</u>	<u>\$0</u>	<u>\$0</u>	<u>\$26,309,766</u>

## Foundation Fund Activity 2019-20

	<u>Gifts</u>	<u>Receipts</u>	<u>Disbursements</u>
<b>Beginning Balance 8/1/18</b>			
<b>Gifts Received</b>			
Contributions	\$70,148		
Memorials/Anniversaries	\$0		
Planned Estates/Annuities	\$0		
Other Fund Revenues	<u>\$0</u>		
Total Gifts Received		\$70,148	
<b>Investment Earnings</b>			
Interest and Dividends		\$34,964	
Realized Gain on Investments		\$59,702	
Unrealized Gain on Investments		<u>\$12,125</u>	
Total Receipts			
<b>Expenses and Losses</b>			
Tuition Reduction			\$246,120
Operational Expenses			\$21,202
Other Fund Expenses			<u>\$16,154</u>
Total Disbursements			
<b>Ending Balance 7/31/19</b>			

# Illiana Christian High School

## Budget Analysis and Recommendations for 2021-22

	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Actual	Budget	Proposed
<b>Expenses</b>					
<b>Payroll and Benefits Expense</b>					
Professional Salaries	2,233,621	2,260,547	2,387,494	2,288,632	2,273,158
Office Salaries	154,439	168,746	180,729	194,440	211,840
Maintenance Salaries	176,786	226,310	188,821	192,329	195,854
Substitute Teaching	11,343	12,960	9,366	15,000	15,000
Academic Stipends	109,995	108,384	103,546	115,000	108,000
Athletic Stipends	138,609	139,980	96,298	159,814	161,244
Employer F.I.C.A.	208,632	221,797	222,946	226,839	226,830
Pension Contribution - CSI	400,387	434,635	190,681	224,003	224,003
401K Contribution		-	78,297	118,009	148,255
Medical Insurance	509,897	583,723	508,722	515,000	545,000
<b>Total Payroll and Benefits Expense</b>	<b>3,943,708</b>	<b>4,157,081</b>	<b>3,966,900</b>	<b>4,049,066</b>	<b>4,109,184</b>
<b>Operating Expense</b>					
Continuing Education	17,649	18,983	21,533	18,000	18,000
Fees and Dues	23,593	26,259	24,951	24,000	24,000
Building and Liability Insurance	64,592	64,735	83,895	70,000	75,000
Office Supplies, Postage	76,432	58,581	44,165	55,000	52,000
Telephone/Internet	20,679	38,292	31,462	30,000	19,000
Copier Lease, Maintenance	19,078	27,411	28,273	25,000	29,500
Textbooks and Workbooks	20,949	63,833	29,082	47,000	35,000
Instructional Supplies/Media Center	65,104	70,081	32,570	58,000	40,000
Classroom Furniture and Equipment	2,279	3,584	-	4,000	2,000
Technology	92,937	175,415	103,366	120,000	65,000
Utilities: Gas, Electric, Water	101,722	150,151	144,082	150,000	150,000
Custodial Supplies/Maintenance	96,187	97,018	77,988	100,000	80,000
Busing	57,150	79,140	81,805	90,000	82,000
Public Relations	43,780	59,933	38,930	40,000	40,000
Graduation	9,663	7,518	7,490	5,000	7,500
Miscellaneous	10,018	13,410	5,509	7,917	5,412
Hospitality	8,487	11,327	4,394	9,000	9,000
Debt Service			265,278	408,000	363,588
Bad Debt Expense	9,063	4,873			
<b>Total Operating Expense</b>	<b>748,081</b>	<b>974,279</b>	<b>1,025,415</b>	<b>1,264,917</b>	<b>1,097,000</b>
<b>Total Expenses</b>	<b>\$ 4,691,789</b>	<b>\$ 5,131,360</b>	<b>\$ 4,992,315</b>	<b>\$ 5,313,983</b>	<b>\$ 5,206,184</b>
Annual tuition increase	5.00%	4.12%	5.52%	3.90%	4.00%
Students	500	467	439	440	412
Full Tuition	9,217	\$ 9,600	\$ 10,130	\$ 10,525	\$ 10,945
Discount	620	\$ 620	\$ 620	\$ 650	\$ 650
Discounted Tuition	8,597	\$ 8,980	9,510	9,875	10,295
Salary Increase	-2%	2%		1.8%	2.0%
Pension Plan	5%/5%	5%/5%	401K at 3%	401K at 4%	401K at 5%
<b>Receipts</b>					
Tuition	4,122,256	4,419,457	4,272,258	4,435,783	4,339,772
Bus Fees			17,200	17,200	15,000
Church Offerings	171,843	182,959	161,406	190,000	169,000
Illiana Fund	120,960	206,830	228,619	240,000	285,000
Facility Rental	12,415	4,125	7,305	8,000	10,000
Miscellaneous	19,754	17,184	10,569	6,000	7,412
PPP Loan			610,072		
Debt Service					
Reserve Fund				408,000	380,000
<b>Total Receipts</b>	<b>\$4,485,576</b>	<b>\$4,862,001</b>	<b>\$ 5,338,215</b>	<b>\$ 5,313,983</b>	<b>\$ 5,206,184</b>
<b>NET ASSETS</b>	<b>\$ (206,213)</b>	<b>\$ (269,359)</b>	<b>\$ 345,900</b>	<b>\$ 0</b>	<b>\$ 0</b>



## A CONSTITUTION CHANGE FOR ILLIANA:

Several months ago the Illiana Christian High School Association narrowly missed the two-thirds majority needed to pass a proposal from the Board of Directors recommending mainly changes to Association membership. Also defeated was a proposal allowing broader representation on the school board. Simultaneously, there were a variety of other smaller changes that were not passed. The school board went back to the drawing board to devise a proposal to expand participation in the Association. The board believes that expanding Association membership to include, for example, all Illiana parents, would increase a sense of ownership and commitment to the school among those who are not currently allowed to vote.

We have spent the last few months listening to the varied voices of the Illiana community in the hopes of redrafting a successful proposal. This included visits with many of Illiana's supporting churches and a mass meeting with representatives from these churches. We have also listened to representatives at our feeder schools to understand their practices as well. Out of those conversations came a revision of the original proposal as presented here. We are not proposing any changes in the eligibility of board members. We also have tightened up and clarified some of the language for Association membership.

One other notable change is the setting of a minimum qualifying contribution of \$50. The previous amount of \$10 has not been increased in 75 years! It should be noted that members of supporting churches are currently all assumed to have made this contribution through their participation in a supporting church and, therefore, do not have to appear on Illiana's donor roles to qualify.

The other changes that clear up organizational details regarding the board and its committees are not changed from the prior proposal.

As was proposed previously, this constitution change would accomplish a transition from being an Illinois school operating in Indiana to becoming an Indiana school exclusively. If approved by the Association members, the existing school entity would be merged with a "new" school entity and the new constitution would replace the former constitution. This allows for all existing contracts and relationships of the school to continue. Since the school no longer has a location in Illinois, it makes sense to move forward in Indiana as an Indiana entity. Moving forward, the Illinois entity can be dissolved when all assets and liabilities are duly recognized as belonging to the Illiana Christian High School of Indiana.

The school's constitution currently has ten articles. Below are all ten articles with any proposed changes. The proposed changes show stricken language ~~crossed-out~~ and new proposed language from the fall is highlighted in yellow. The more recent proposed changes for this spring are highlighted in green. Each article is then followed with rationale for the proposed changes. The rationale for all the changes is in *blue italics*.

We have many students and families who attend churches that do not identify as Reformed; they have been and continue to be an important part of Illiana. We need them for many reasons and want them to feel a part of the community and be given the opportunity to contribute further.

Perhaps some explanation should be offered about being "Reformed" as this figures prominently in the proposals being presented here. The school's website has a document explaining in layman's terms what it means to be Reformed. That explanation notes an emphasis on the Word, a sovereign God,

salvation by grace alone, God’s covenant faithfulness, His Kingdom and our role in it. These are things that other Christians also believe but perhaps do not stress as much. Our constitution refers to the “standards of the Reformed Churches”. Although it does not specify them, these would have been the Belgic Confession, the Canons of Dort, and the Heidelberg Catechism. These remain seminal documents for many Reformed churches; and, in recent years, some Reformed churches have adopted others. The school recently adopted a Statement of Faith which is intended to serve as a practical summary of the Reformed standards. In fact, that Statement of Faith is now referenced in this proposal as a new standard for Association membership. It is important to note that while the school embraces its purpose in the Reformed tradition, we are not a church and do not see our role as primarily ecclesiastical.

\* \* \* \* \*

## CONSTITUTION OF THE ASSOCIATION OF ILLIANA CHRISTIAN HIGH SCHOOL OF INDIANA

### ARTICLE I – NAME

The Association shall be known as the Association of Illiana Christian High School of Indiana.

*Article I would simply reflect a name change to distinguish the new entity from the old.*

### ARTICLE II – PURPOSE

The purpose of the Association shall be to establish and maintain a school for Christian secondary education whose basis, in all its workings and teachings, shall be the Bible as the inspired, infallible Word of God, to which such an interpretation be given as is in conformity with the standards of the Reformed Churches.

*Article II would not change. The board was very intentional about making sure that the proposed changes do not alter the purpose of the school.*

### ARTICLE III – MEMBERSHIP

~~A. All those who endorse the purpose of the Association as set forth in Article II of the Constitution and are members of churches holding to the Reformed Standards are entitled to membership.~~

~~B. In addition, they must be parents or guardians of a child or children attending the school or make an annual contribution of \$10.00 or more to any established fund of the Association.~~

~~C. In addition, they must be adults, not enrolled in a high school.~~

An Association Member is a parent or guardian of a currently enrolled Illiana Christian student or an individual who meets all of the following criteria.

1. Endorse the purpose of the Association as set forth in Article II of the Constitution.
2. Are committed to a Biblical, Christ-centered, Reformed education.
3. Are members of a Christian, evangelical \*, Bible-based church.
4. Contributed significantly within the past year, paid tuition, or are an employee of the school. Generally, this requires an annual contribution of \$50.00 or an amount fixed from time to time by the Board of Directors.
5. Accept and support Illiana's Statement of Faith, Constitution, and the school's mission.
6. Are adults and not enrolled in high school.

\*"Evangelical" is literally the good news of the gospel. So to be evangelical here refers to a person, church, or organization that is committed to the good news that we are saved by grace alone, through faith alone, through the atoning death and resurrection of Jesus Christ alone

*Article III would be completely changed. Association membership is re-defined. Notably, instead of requiring membership in a Reformed church, membership must be in a Christian, evangelical, Biblically-based church. We believe a \$10 contribution is just no longer enough to represent a significant commitment to support Illiana financially. We believe \$50 is a more representative amount for having ownership at Illiana. It is noteworthy that members of supporting churches are assumed to have met this standard through their churches. Presently, only those not in a supporting church, not paying tuition, and not employed by the school would need this \$50 donation to qualify as an Association member.*

*Additionally, a member would have to support the school's Statement of Faith (published on the school's website) as well as, of course, this constitution and the school's mission. Also, it has always been that one must be a donor or tuition payer, but this would add school staff to Association membership even if they were not donors or tuition payers.*

*We want to make clear that our main intent here is to deliberately open Illiana up to involvement and influence from people who do not attend a Reformed church. For our entire 75-year history Illiana has been exclusively Reformed as an Association. In many other Christian schools in the Reformed tradition, including many in our own community, there is opportunity for at least some people from non-Reformed churches to be members. At Illiana there is none.*

*This proposed change would make it possible for some of Illiana's long-time supporters and parents who are not members of a Reformed congregation to remain welcome here by allowing them to vote on Association matters. We believe Illiana would be a richer, stronger, more viable and vibrant institution if we gave some opportunity for ownership to the broader Christian community.*

#### **ARTICLE IV – BOARD OF DIRECTORS**

- A. The Board of Directors of the Association shall be composed of ~~eighteen~~ sixteen members. The Board of Directors shall establish a regular meeting date and shall meet once a month. Two-thirds of the members shall constitute a quorum.
- B. The Board President will appoint, with the approval of the full Board, a Nominating Committee from among the current Board members. The Nominating Committee will select nominees that reflect balance in church size, location, and affiliation, home location, board and committee experience, and special skills. The Nominating Committee will also consider a nominee's capacity for leadership,

reputation for wisdom, and their relationship to the school. The Nominating Committee will solicit suggestions for nominees from supporting churches before nominations are made.

- C. All nominees shall be Association members. They must also be communicant members of a Reformed church in good standing **or be a member of a church that holds to the Reformed Standards.** All nominations shall be submitted to the Board for final approval. Election of Board Members shall be held at the Annual Association Meeting.
- E. The Board of Directors shall be elected for a term of three years. A Director may serve two consecutive terms. An incumbent upon recommendation of the Board and approval by the Association may serve a second three-year term and run unopposed. If the Association would not approve the incumbent for a second term, the Board would appoint a successor.
- F. Vacancies occurring in the Board during the year may be filled by election by the Board. Nominees shall be selected as outlined in Section B. Tenure of office will be for the unexpired term of the member causing the vacancy.

*We have added a phrase here regarding the "Reformed standards" to reflect the fact that a growing number of our "Reformed" churches are no longer called Reformed churches but still adhere to the Reformed standards. This language allows members of Presbyterian churches or independent churches who adhere to the Reformed standards to become board members. This is NOT an expansion of source-churches for board members but just a clarification to reflect the current changes in our area among supporting churches.*

*We also feel we have too many board members! Sixteen would be more manageable and still provide good representation.*

## ARTICLE V – DUTIES OF THE BOARD OF DIRECTORS

The Board of Directors shall perform the following duties:

- A. Upon basis of the Constitution of this Association determine the various school policies
- B. Select ~~a Principal~~ **Administrators** and Staff qualified to carry out the educational policies of the school. The **Administrators** and teachers must be of Reformed persuasion. They must declare their unconditional acceptance of the fundamentals and purpose of the Society and lead a Christian life and shall use Christian schools for the education of their children at the primary and secondary levels, unless other arrangements are approved by the Board. The ~~Principal~~ **Administrators** and teachers are required to sign a written contract each year which stipulates the detailed terms and salary.
- C. Subject to approval of the Association, the Board shall devise ways and means for obtaining the necessary funds for operating the school and determine how these funds shall be disbursed. A budget for the ensuing year shall be submitted by the Board for the approval of the Association at its annual meeting.

- D. Through Committees, public meetings, promotional literature, etc., propagate the cause of Christian education in communities serving the school and through Christian Schools International promote the cause of Christian education in general.
- E. Appoint such Committees as it may deem necessary for the performance of its duties, and appoint the standing Committees as they are provided for in the Constitution. Such appointments shall be recommended by the Executive Committee of the Board.
- F. Regular meetings of the Association may be called at any time by the Board of Directors. The time, place and purpose of the meeting shall be ~~announced in the local churches two Sundays~~ **announced to the Illiana Christian High School Association at least two weeks** immediately preceding the meeting date.

*For Article 5 there are just a few changes proposed that are simply corrective. Communication is not just church-based anymore.*

#### **ARTICLE VI – OFFICERS OF THE BOARD OF DIRECTORS AND THEIR DUTIES**

- A. At its June meeting, the Board shall elect from within its members for one year, the following five Officers: President, Vice President, Secretary, Treasurer, and Assistant Secretary/Treasurer. The Officers and designated school administrators shall constitute the Executive Committee.
- B. It shall be the duty of the President to preside at all meetings of the Board of Directors and of the Association and to enforce the rules and regulations of the Constitution. All meetings of the Association and of the Board of Directors shall be conducted in accordance with Robert's Rules of Order.
- C. The Vice President shall assist the President whenever possible in the discharge of duties. In the absence of the President, the Vice President shall take **their** place.
- D. The Secretary shall take care of the official documents of the Association. **They** shall conduct all correspondence and enter into the records of the Association the minutes of all meetings of the Association and Board of Directors after they have been approved.
- E. The Treasurer and Assistant Secretary/Treasurer shall be entrusted with the receipts and disbursements of the Association's funds. All monies received by **them** shall be deposited in the name of the Association in a banking institution approved by the Board of Directors, and no disbursements shall be made except by check. No payment for non-budgeted items shall be made without the approval of the Board of Directors. Officers and Administrative Staff shall be bonded as determined by the Board of Directors.
- F. The Comptroller and Treasurer shall be responsible for keeping all the financial accounts of the Association. The Comptroller and Treasurer must prepare monthly financial reports for the Board and an annual financial report for all Association members.

- G. The Board will receive an annual audit report of all financial records. The audit will be conducted by qualified personnel not directly associated with the school as employees or directors.

*For Article VI there are a few changes that replace “his, he, him” with “their, they, them”. This confirms that board officer positions are open to both males and females, which has been our long-standing practice. The use of the plural pronoun is acceptable under current style standards.*

## ARTICLE VII – COMMITTEES AND THEIR DUTIES

### A. Educational Committee - Duties:

1. Consider that which pertains to the educational policies of the school and make recommendations concerning same to the Board of Directors.
2. Investigate the qualifications of teachers and recommend candidates to the Board for appointment.
3. Keep itself informed in regard to the scholastic standing and Christian character of the instruction.

### B. Financial Committee - Duties:

1. Make suggestions to the Board as to the manner in which the school is to be supported financially. Suggest the various sources of income and how monies are to be collected from these sources. Make recommendations to the Board for those parents who are unable to meet the financial requirements for the education of their children in our school.
2. Make necessary arrangements for insurance.

### C. ~~Admissions and Public Relations~~ Advancement Committee – Duties

1. Recommend to the Board of Directors a program of action by which means the cause of Christian education is strengthened.
2. Make the necessary arrangements for carrying out such a program (i.e. make arrangements for holding public information meetings and procuring and distributing informative literature.)
- ~~3. Act as the student admissions committee to determine eligibility of applicants for admission to the student body according to admission policies.~~

### D. Building, Grounds, and Transportation Committee - Duties:

1. Make recommendations to the Board of Directors pertaining to the building, grounds, and transportation.
2. Implement such repairs and maintenance as needed. ~~and approve all expenditures of \$1,000 or more for building and grounds improvement, as the Board may authorize.~~

### E. Executive Committee – Duties:

1. Act on behalf of the Board in emergency situations.

2. Investigate the qualifications of Administrators and Office Personnel. Make recommendations to the Board for appointment.
3. Recommend Committee appointments.

F. **Admissions Committee – Duties:**

**Admit families according to the school’s admission policies.**

*Article VII names and describes the duties of Illiana’s many committees. Some changes are needed to keep up with the way the work is actually being done. The existing constitution has an Admissions and Public Relations Committee, but this work has mostly been split. The marketing, promotions, and financial development work is done by Advancement. The Admissions Committee continues their current responsibilities. It is outdated to have a specific expense amount that limits the work of Building, Grounds, and Transportation. No changes are recommended for other committees.*

**~~ARTICLE VIII – ORDER OF PROCEDURE OF BOARD OF DIRECTORS MEETINGS~~**

- ~~A. — Prayer~~
- ~~B. — Roll call~~
- ~~C. — Reading of minutes of previous meeting~~
- ~~D. — Consideration of unfinished business~~
- ~~E. — Report of Principal~~
- ~~F. — Report of treasurer~~
- ~~G. — Report of various committees~~
- ~~H. — Consideration of new business~~
- ~~I. — Adjournment and closing prayer~~

*Article VIII prescribes the agenda for board meetings. While all of these elements are part of each monthly board meeting, we do not believe that this needs to be in the constitution and propose that it be stricken.*

**ARTICLE IX – AMENDMENTS**

~~Article II, Article III-A and this sentence of Article IX of this Constitution are not subject to change. All other~~ Articles of this Constitution may be amended by two-thirds vote at any meeting of the Association provided that two weeks’ previous notice has been sent to each member stating the desired change. By-laws may be added or changed in the same manner as prescribed for amendments to this Constitution.

*One of the challenges to moving forward with changes proposed in Articles III and IV relates to the statement in Article IX of the current constitution that “Article II, Article III-A and this sentence of Article IX of this Constitution are not subject to change”. The Board has reviewed this condition with an attorney and has received assurance that the proposed changes are in fact acceptable. First, the proposed plan calls for the formation of a new Association followed by the merger of the existing Association into this new Association. This essentially dissolves the existing Association. Second, there is*

*case law that indicates that one bylaw cannot limit the power to amend another bylaw, and that such a restriction is an impermissible restriction.*

*We do not intend that Illiana become less Reformed or non-Reformed. We just want to curb the exclusivity. We cherish our Reformed heritage and identity but do not feel it needs to be exclusive of other evangelical Christian voices in order to remain faithful.*

## **ARTICLE X – DISSOLUTION**

In case of dissolution of the Association, the property and money belonging to the Association as a body shall be liquidated and donated to such Christian educational cause or causes as the Board of Directors may denote, subject to the approval of the Association.

*There are no proposed changes for Article X, nor are there any changes proposed for the bylaws. However, if Article VIII is stricken as proposed, then Articles IX and X would, of course, become VIII and IX.*

\* \* \* \* \*

In summary, you are voting on the entire proposal as expressed above. It is all one proposal.

There are three options for voting:

- 1- In-person at the Association Meeting on April 19.
- 2- Download and print an absentee ballot from the Illiana website. Turn it in to the school office in a sealed envelope with your name and church's name on the outside before 3:00pm on April 19 (or have someone bring it to the Association Meeting on April 19).
- 3- Follow the YELLOW banner at the top of the homepage at [www.illianachristian.org](http://www.illianachristian.org) to vote.

Because absentee ballots are being accepted, there will be no significant discussion of the proposals at the Association meeting. Absentee ballots are expected to be numerous; and, therefore, the results will be announced after the meeting once the ballots have been counted.



# ILLIANA CHRISTIAN HIGH SCHOOL

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### PARENTS OF ALUMNI

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## ILLIANA CHRISTIAN HIGH SCHOOL ASSOCIATION MEETING, APRIL 19, 2021

### ABSENTEE BALLOT

FULL NAME: \_\_\_\_\_ CHURCH MEMBERSHIP: \_\_\_\_\_

#### A. PLEASE VOTE FOR ONE FROM EACH GROUP

##### GROUP 1

- LARRY OTTE
- TIM GROENEWOLD

##### GROUP 2

- ANNE SPOELMAN
- CAROLYN MULDER

##### GROUP 3

- PETE LINDEMULDER
- DAVE DEGRAFF

##### GROUP 4

- TODD OLTHOF
- MATT VAN WIENEN

#### C. PLEASE VOTE "YES" OR "NO" FOR THE PROPOSED 2021-2022 BUDGET

- YES       NO

#### D. DO YOU APPROVE OF THE PROPOSED CONSTITUTION?

- YES       NO

*According to the ICHS Constitution, you are eligible to vote if you endorse the purpose of the Association and are a member of a church that holds to the Reformed confessions. In addition, you must be either a parent or guardian of a child attending ICHS or have made an annual contribution of \$10.00 or more to any established fund of the Association. In addition, you must be an adult, not enrolled in a high school.*

#### B. PLEASE VOTE "YES" OR "NO" FOR THE FOLLOWING BOARD MEMBERS WILLING TO SERVE A SECOND THREE-YEAR TERM.

- RYAN TERPSTRA**  
 YES       NO

- JANNA VAN ESSEN**  
 YES       NO

#### ABSENTEE VOTING PROCESS

Please mark your vote in the appropriate spaces, then seal ballot in an envelope. Mark Attn: Board and please mail in, turn in to the school office by April 16 or have a friend turn it in at the meeting. **MAIL TO:** Illiana Christian High School, ATTN: ICHS School Board, 10920 Calumet Ave, Dyer, IN 46311. **Ballots submitted after the meeting will not be counted.**