

# DANVILLE CHRISTIAN ACADEMY – BOARD MINUTES

August 15, 2017@ DCA 6:30pm

BOARD MEMBERS PRESENT: Jana Oliver, Fred Sizemore, Michelle Martin, Travis Cox, Greg Slone, Rachel Dadisman, Jessica Floro. Billy Inmon, and Mark Brunner, Bridgette Leines, Michelle Martin, Carroll Neely and Kelli Float

BOARD MEMBERS ABSENT: Kathy Howard

OPENING PRAYER: Fred Sizemore

Introduction of the board to our new Headmaster, Mr. Jim Ward  
Introduction of new board members

I. APPROVAL OF MINUTES: Greg Slone made the motion to accept the minutes from 7-18-17. Travis Cox 2<sup>nd</sup> the motion. Motion passed.

## II. HEADMASTER REPORT

### Headmaster Report

8-15-17

1. Enrollment In July: We currently have 117 enrolled for next year.

Preschool – 7

Kindergarten – 7

1<sup>st</sup> – 10

2<sup>nd</sup> – 13

3<sup>rd</sup> – 12 (+2 pending)

4<sup>th</sup> – 4

5<sup>th</sup> – 11

6<sup>th</sup> – 11

7<sup>th</sup> – 14

8<sup>th</sup> – 7

9<sup>th</sup> –

10<sup>th</sup> – 9

11<sup>th</sup> – 1

12<sup>th</sup> – 11

Total 117 (On August 1st of last year the enrollment was 172)

2. Enrollment in August: We currently have 128 students enrolled this year!

Preschool – 7 (+2 in the process)

Kindergarten – 10

1<sup>st</sup>- 9 (+1 in the process)

2<sup>nd</sup> – 13 (+1)

3<sup>rd</sup> – 14

4<sup>th</sup> – 5

5<sup>th</sup> – 12

6<sup>th</sup> – 14

7<sup>th</sup> – 15

8<sup>th</sup> – 9

9<sup>th</sup> – 0

10<sup>th</sup> – 9

11<sup>th</sup> – 1

12<sup>th</sup> – 11

Total: 128

We have 3 students in the process of enrolling from 1 family: 1 in preschool, 1 in 1<sup>st</sup> grade, and 1 in 2<sup>nd</sup> grade.

Our total then will be 131 students.

3. We have hired three certified teachers: English teacher: Christy Hendrickson; Upper Elementary/ Middle School: Dana Benton and Samantha Underwood.
4. We are currently seeking a teacher for the music and art position.
5. We had 10 staff members and 1 coach trained and certified to do CPR and use the AED machine. We ordered new AED batteries and pads for the machine and it is now in working order. We will relocate it to the lobby area so that it is more accessible.
6. Mrs. Cindy Rogers instructed a two-hour session PD session for our teachers on confidentiality and good behavior practices.
7. Mrs. Eva Stone with Ephraim McDowell did a one-hour training with our staff on first aid procedures.
8. Mrs. Emily Brown and Jessica Floro have transformed the Spanish classroom into a High School break room that was received well by the students at Open House.
9. We had a successful Open House with many families in attendance to meet new teachers and our new Headmaster Jim Ward.

III. EDUCATION COMMITTEE-Rachel Dadisman

Education Committee Meeting  
August 2, 2017

Members Present: Bridgette Leines, Jana Oliver, Kayla Johnson, Kevin Maples, Kelli Float and Greg Slone.

Approval of AP textbook: The committee looked over the reviews of 4 AP books to consider for our new AP US History book. The committee unanimously voted to approve the book The American Pageant 16<sup>th</sup> ed. by David Kennedy and Lizabeth Cohen. Below is a list of the changes to the dress code approved by the committee to be forwarded to the board for their approval.

**Elementary School Dress Code:**

**Shirts:** “A plain turtle neck, mock- turtle neck or longed sleeved shirt may be worn under a polo shirt for warmth but must not hang below the bottom of the shirt. We would like to remove “must not hang below the bottom of the shirt.”

“Oxford and rounded collar shirts in the above colors are also allowed but must be tucked.”

We would like to remove “must be tucked” Our high upper grades do not have to tuck these type of shirts, therefore, we would like for it to be the same across the board.

**Pants, Skirts (Skorts), Shorts, Jumpers and Capris**

No Skinny styles allowed

We would like to remove that. It is very hard to determine with some pants if they are indeed skinny pants. It is also difficult to find pants that are not somewhat skinny.

We would like to add: “Solid leggings may be worn under skirts and dresses that are no shorter than 2” above the knee.”

**Shoes, socks and Belts and Headgear**

“Boots must be brown or black, free of distracting decorations and must be worn under the pants.”

We would like to remove “must be worn under the pants.”

**Sweaters/Vests/Sweatshirts**

Add “Black, white, navy and grey light weight jackets (fleece) may be worn in the school building.”

This is just being moved from the outerwear section, there is no revision.

### **Outerwear**

Outerwear must be left in the student’s locker.

### **Dress Down Day Apparel**

Remove no jean shorts

Add: Jean shorts no shorter than 2” above the knee are allowed on dress down and jeans day. There must be no holes or rips in the shorts.

## **Middle School**

### **Shirts**

Same revision as elementary with turtle neck not hanging below an approved shirt.

### **Sweaters, Vests, and Sweatshirts:**

“Any shirt worn underneath a sweater/vest or sweatshirt must not hang below bottom of the sweater”

Remove: “must not hang below bottom of the sweater.”

Move from outerwear to this section: “Students may wear black, white, navy, or grey light weight (fleece) jacket in the building.”

### **Pants, Skirts, Shorts and Capris:**

Same revisions and additions as in Elementary section.

### **Outerwear**

Remove: Everything

Add: Outerwear must be left in the student’s locker.”

### **Accessories and Headgear:**

Hats, bandanas, scarves, sweatbands or sunglasses may not be worn in the building during the day”

Remove scarves.

Remove: fingernail polish and pierced jewelry must match uniform

### **Shoes, Boots, and socks:**

Remove: “Boots must be worn outside of pants”

### **Hair:**

Remove: “Boys’ hair should be modest in length and neatly kept. Modest is defined as not extending past the shirt collar, not extending past the ear lobes and not covering the eyebrows.

Add: “Boys’ hair should be modest in length, not obscure their eyes and neatly kept.”

Remove: “Facial hair is not permitted, including beards, goatees, moustaches, etc.

Add: “Non-distracting, close cut facial hair is acceptable. If extra liberties are taken with this issue, the headmaster may determine what is considered acceptable.

### **Dress down Apparel**

Remove: Jean shorts from unacceptable apparel.

Add: Jean shorts no shorter than 2" above the knee are allowed. No holes or rips are allowed.

### High School

**Pants:** Same revisions and additions as elementary and middle school.

#### **Shirts:**

Remove: Any solid or striped oxford shirts, rounded collar blouses and DCA T-shirts are allowed and may be worn untucked.

Add: Any solid, striped or plaid oxford shirts, rounded collar blouses and DCA T-Shirts are allowed and may be worn untucked.

Remove: A plain turtle-neck, mock turtle-neck or T-Shirt may be worn under an approved shirt for warmth but must not hang below the shirt.

Add: A plain turtle-neck, mock turtle-neck or T-Shirt may be worn under an approved shirt for warmth.

#### **Sweaters, Vests and Sweatshirts:**

Remove: Any sweater or sweater vest, cardigan or crew neck (solid or striped) may be worn.

Add: Any sweater or sweater vest, cardigan or crew sweater may be worn.

Add: Students may wear black, white, navy or grey light weight (fleece) jackets may be worn in the building.

Remove: Any shirt worn underneath a sweater/vest or sweatshirt must not hang below the shirt.

Outerwear: All outerwear must remain in the student's locker during the day.

#### **Shoes, Boots, and Socks:**

Remove: Boots may not be worn outside of the pants.

#### **Accessories and Headgear:**

Remove: Fingernail polish or pierced jewelry must match uniform.

Remove: Hats, bandanas, scarves, sweatbands or sunglasses are not allowed to be worn in the building during the school day.

Add: Hats, bandanas, sweatbands or sunglasses are not allowed to be worn in the building during the school day.

Hair: Some revisions and additions as the middle school policy.

#### **Dress Down Day Apparel:**

Remove: Jeans shorts from the unacceptable apparel page

Add: Jean shorts no shorter than 2" above the knee may be worn. Shorts must not have holes or rips in them.

A few other non-dress code changes approved by the committee for board approval:

In the handbook under **Student Discipline** it reads:

“During the course of investigating actions and events concerning possible student incidents, the School may seek to question students alone or in groups. The Administrators have full discretion in the questioning of students, and in the evaluation of events, may conduct their investigation without parental notification or attendance. The administration will strive to adapt individual discipline procedures and processes to the needs of the students, and communicate expectations and findings to parents in a timely manner.”

We would like for it to read:

During the course of investigating actions and events concerning possible student incidents, the School may seek to question students. In matters that could result in suspension or expulsion, the student will be questioned in the presence of an administrator and another staff member. The parents will be notified of the situation. The administration will strive to adapt individual discipline procedures and processes to the needs of the students, and communicate expectations and findings to parents in a timely manner.

In the High School section under **absences** it states that high school junior and seniors may take 2 college day visits per year and it will not be recorded on the report card as an absence. We would like to add “Additional college visits will fall under the pre-approved absences/extended absences guidelines. With a note from the college it will be counted as an excused absence and will be recorded on the student’s report card.”

Under the **Graduation Requirements** heading it shows all the credits required to graduate from DCA. Along with all the core class requirements we have a requirement of 6 academic electives for a total of 28 credits needed to graduate. Some of our students in the past are graduating with fewer elective credits, therefore, fewer total credits than is required to graduate. This is because in the past and at certain times study hall has been and will be offered. When a student has a study hall they do not receive credit for it. Karen Peavler recommends we lower our required credits from 28 to 26 to account for any study halls that they student may have. We are not changing any of the core class requirements, only reducing the academic electives.

Under the heading **Campus Visitation** it reads: “Students are not allowed to have friends visit during lunch or during the school day.” We would like for it to read: “School Age children must be enrolled at DCA to be on campus during the school day, unless accompanied by a parent. Graduates are welcome on the campus as long as they sign in at the reception area at the office.”

This year the Education Committee will be working on developing a career class for seniors that will explore different occupations and will allow for the students to go out into the community and shadow adults in their field of interest during the semester. This class will be structured and will be for a grade and credit towards graduation. Any seniors this year that would like to use elective time to shadow in the field of their interest may do so with the approval of the guidance counselor and the headmaster but

will not receive credit for doing so. They will have forms that will need to be signed by the adults they are shadowing.

Billy made the motion to accept the amendments to the dress code as presented by the education committee. Bridgette 2<sup>nd</sup> the motion. Motion passed.

IV. SPIRITUAL LIFE/CHURCH RELATIONS COMMITTEE: Bridgette Leines  
No meeting

V. PUBLIC RELATIONS/COMMUNICATIONS COMMITTEE: John Johnson

VI. ATHLETIC COMMITTEE-Greg Slone

VII. FINANCE COMMITTEE: Mark Brunner

VIII. FUTURES/STRATEGIC PLANNING: Rachel Dadisman

IX. TECHNOLOGY COMMITTEE: Wes Douglas

X. OLD BUSINESS: Fred Sizemore

1 17 update-Meeting with school on August 31

XI. NEW BUSINESS: Fred Sizemore

Need to form a committee to develop policy concerning 1-17/foreign students.  
Ad Hoc committee will be: Billy, Bridgette, Rachel, and Michelle

Warrior Complex update: Looking for structural engineer to look over blueprints  
Of the complex. Billy is talking with engineers for approval. Trying to get it  
Under roof with ventilation and lights so kids can use.

Kelli, Bridgette and Carroll to work on an online survey of families and their  
occupations to see if they would like to be in a directory put out by the school.

XII. CHAIR COMMENTS:

XIII. PRAISES AND CONCERNS:

Praises: Students

Jana Oliver for her willingness to serve

Staff

Mr. Ward

Fishing team/Greg Slone

Billy I-17/ Athletics

Concerns: Enrollment

CLOSING PRAYER: Billy Inmon

NEXT MEETING DATE: Tuesday, September 19, 2017 6:30pm @ DCA

Respectfully submitted,  
Rachel Dadisman