

# DANVILLE CHRISTIAN ACADEMY – BOARD MINUTES

September 21, 2021 @ DCA 6:30p.m.

BOARD MEMBERS PRESENT: Jim Ward, Carroll Neely, Billy Inmon, Mark Brunner, Jay Adkins, Greg Slone, Rachel Dadisman and Kelli Float

BOARD MEMBERS ABSENT:

OPENING PRAYER: Billy Inmon

- I. APPROVAL OF MINUTES: Billy Inmon made the motion to accept the 8-24-21 minutes. Mark Brunner 2nd. Motion Passed.
  
- II. HEADMASTER REPORT - Jim Ward

## Danville Christian Academy Headmaster Report 9-21-2021

| <b>Enrollment Status Summary</b> |              |                   |                 |                   |
|----------------------------------|--------------|-------------------|-----------------|-------------------|
|                                  | <b>Total</b> | <b>In Process</b> | <b>Finished</b> | <b>% Finished</b> |
| <b>Returning Students</b>        | <u>204</u>   | <u>0</u>          | <u>204</u>      | 100%              |
| <b>New Accepted Students</b>     | <u>60</u>    | <u>1</u>          | <u>59</u>       | 98%               |
| <b>Total</b>                     | 264          | 1                 | 263             | 99%               |

- 1. Enrollment (2021-2022) – 265
  - Preschool 3 – 15
  - Preschool 4 – 28
  - Kindergarten – 20

Grade 1 – 13  
Grade 2 – 20  
Grade 3 – 18  
Grade 4 – 22  
Grade 5 – 17  
Grade 6 – 19  
Grade 7 – 15  
Grade 8 – 19  
Grade 9 – 15  
Grade 10 – 15  
Grade 11 – 19  
Grade 12 – 10

2. Spiritual Life – See You at the Pole is scheduled for September 22, 2021. Pastor Appreciation Day October 15, 2021. Fall retreat November 8-12.
3. Education Committee – Cognia has given us the audit dates for this school year. (Dec 6-8, 2021)  
Board policies for review? Our new Stats Class, Arts and Humanities Class, Praise & Worship Class, and Christian Service Classes are going very well.
4. Technology – We are replacing Smart Boards with large Smart TVs.
5. Finance – Our Year to Date continues to meet or exceed budgeted net income with the PPP loan.  
We will have 265, but we continue to receive calls.
6. Athletics – The gym floor is scheduled for repair on September 27 – Oct. 15th.
7. Public Relations & Futures – The new classroom has a few more punch out items (phone, data ports, etc). Concessions/Weightlifting Building is scheduled to be built soon.
8. Assessment – iReady and CERT results.
9. Facilities – (We need a facilities committee.)  
Completed: All floor tile is replaced.  
Needs: Playground Equipment (Lisa Goens and Mary Crowder), we have replaced 4/12 toilets, Parking Lot beside the Gym,

III. Education Committee-Rachel Dadisman

IV. Spiritual Life-Carroll Neely

V. Public Relations-Billy Inmon

VI. Athletics-Greg Slone

VII. FINANCE COMMITTEE: Mark Brunner

## DCA Finance Committee

### Meeting Minutes

21-September-2021 Call to order 5:30 PM, adjourned 6:25 PM.

Present: Mark Brunner, Billy Inmon, Julie Furbee (via teleconference), Jim Ward  
Greg Slone, Kelli Float

Next meeting: One month

#### Agenda items:

1. **August '21 performance to budget:** Net income favorable 30.3K. Income unfavorable 23.8K, predominantly attributed to some families paying a full year of tuition in July. Expenses favorable 53.5K, mainly from instruction materials/supplies and favorable athletics expenses. Note that some supplies and instruction materials have delayed payments spread over 4 months, which eases expenses early in the fiscal year. Athletics and building expenses favorable, partly due to some invoices not yet received. Payroll expense remains favorable due to new fiscal year salaries becoming effective in August, however, expect this favorability will be neutral at year end.
2. **Year to date performance to budget:** YTD net income favorable 94.1K. YTD income unfavorable 10K, led by unfavorable tuition. We see no concern for tuition income, as several new families did not get invoice returned in time for August financials. YTD expenses favorable 105.1K. Instructional material/supplies, payroll, and athletics expenses favorable as described above. In addition, building costs appear to be less than budgeted.

3. **Fiscal management policy:** Section 4.2 of Tuition Policy (“Fee Policy”) under revision, to reflect inclusion of tuition fees with tuition payment (spread over payment plan of choice). Expect section 4.2 revision completed and presented to board for 1<sup>st</sup> reading next month. Section 4.3 (“Business Partner Program”) is under review by Finance Committee. The Business Partner Program has not been active for a few years, but was successful in the past. This policy may need revised if the Program is restarted.
4. **Building maintenance:** Cost for repair of gym floor water damage has increased to ~26K; we have received 10K from insurance. Gutter and roof damage estimates are being finalized. There is ongoing discussion with insurance adjuster regarding type of damage and amount of payment. We anticipate the savings from favorable building project costs may be applied to gym floor/roof/gutter repair.
5. **Mortgage refinance:** Collection of financial documents and negation of terms in process.
6. **Meeting schedule:** Monthly, at 5:30 PM on day of school board meeting.

Respectfully submitted,

Mark Brunner

- VIII. FUTURES/STRATEGIC PLANNING: Billy Inmon  
Continuing to work on refinancing. Concessions building is about 1 week out from being built.
- IX. TECHNOLOGY COMMITTEE: Jay Adkins
- X. OLD BUSINESS: Greg Slone  
Board retreat will be Oct. 16. Will contact Shakertown about possibly meeting there.

The nominating committee will be meeting about possible new members. We will meet either Oct. 11 or 12 to discuss possible new members.

Carroll presented to the board each member’s starting date

of board term. They are as follows:

|                 |                            |
|-----------------|----------------------------|
| Greg Slone      | 2013                       |
| Mark Brunner    | 2013                       |
| Kelli Float     | 2016                       |
| Carroll Neely   | 2017                       |
| Billy Inmon     | 2017                       |
| Jay Adkins      | Jan. 2019                  |
| Rachel Dadisman | Non-voting board secretary |

- XI. NEW BUSINESS: Greg Slone  
Committee Chairs-Please keep Jim informed of any business that takes place during committee meetings.

Mr. Ward's evaluation has not been done due to the pandemic. This will be done by the board retreat.

Billy made the motion to move the evaluation month to October. Carroll 2nd the motion. Motion passed.

- XIII. CHAIR COMMENTS:

- XIV. PRAISES AND CONCERNS:

Praises:

Greg's job as chairman

Finances

Enrollment

Concerns:

Debra-Kenya pray she is able to come to DCA

Lee Ann-school nurse-upcoming birth

CLOSING PRAYER: Kelli Float

Billy made the motion to adjourn. Jay 2nd the motion. Motion passed.

NEXT MEETING DATE: Tuesday, October 19 , 2021 6:30pm @ DCA

Respectfully Submitted,

Rachel Dadisman  
Board Secretary