

# DANVILLE CHRISTIAN ACADEMY – BOARD MINUTES

January 22, 2019@ DCA 6:30pm

BOARD MEMBERS PRESENT: Jim Ward, Greg Slone, Jackie Feistritz, Kelli Float, Rachel Dadisman, Carroll Neely, Billy Inmon, Bridgette Leines, Fred Sizemore and Mark Brunner

BOARD MEMBERS ABSENT:

OPENING PRAYER: Fred Sizemore

- I. APPROVAL OF MINUTES: Greg Slone made the motion to accept the minutes from 12-18-18. Billy Inmon second the motion. Motion passed.

The board discussed former board member Jay Adkins coming back to the board to serve a 3 year term. Kelli Float made the motion for Jay Adkins to serve a 3 year term on the board. Bridgette Leines 2<sup>nd</sup> the motion. Motion passed. Jay will serve as the head of the Technology Committee and will serve on the Spiritual Life and PR committees.

## II. HEADMASTER REPORT

### **Danville Christian Academy Headmaster Report 1-19-2019**

1. Enrollment – 156
  - Preschool 3 – 3
  - Preschool 4 – 11
  - Kindergarten – 14
  - Grade 1 – 10
  - Grade 2 – 13
  - Grade 3 – 12
  - Grade 4 – 16
  - Grade 5 – 7
  - Grade 6 – 18
  - Grade 7 – 14
  - Grade 8 – 17
  - Grade 9 – 7
  - Grade 10 – 1
  - Grade 11 – 11

Grade 12 – 2

1. 212' – **Triumph often is nearest when defeat seems inescapable.**
2. Our enrollment is 156. We have had three tours since Christmas Break with scheduled shadowing.
3. Staff – We introduced a new template for submitting formal observation plans / DOK.
4. DCA Finance Officer has been revamping our electronic templates for all budgets as well as daily forms.
5. Newly hired Bible Teacher is Justin Black
6. ACT Advisory Night
7. iReady Advisory Night in February
8. Calendar
9. DCA Little School Camp
10. Tax Credit Scholarship Program in KY

Mr. Ward reviewed the proposed 2019-2020 school calendar with the board. Bridgette Leines made the motion to approve the calendar as presented. Kelli Float 2<sup>nd</sup> the motion. Motion passed.

Discussion on DCA being closed every year for Good Friday. Greg Slone made the motion that henceforth DCA will be closed on Good Friday. Carroll Neely 2<sup>nd</sup> the motion. Motion passed.

Mr. Ward will be out of the office on Wed. Jan. 23 too attend a meeting about the tax credit scholarship program.

III. Education Committee-Rachel Dadisman

Meeting cancelled due to illness. Meeting this Friday, Jan. 25

IV. Spiritual Life/Church Relations Committee-Carrol Neely

The rest of the Meals of Hope have been delivered. Carroll took them to the Hope Station in Beatyville.

V. Public Relations-Billy Inmon

The auction committee has met and discussed the auction held this fall and has decided that the next fundraiser will have a different look. More details forthcoming.

VI. Athletics-Greg Slone

Athletics met to discuss budget. Discussed possibility of archery, golf, and soccer teams.

Budget will be re-visited.

VII. FINANCE COMMITTEE: Mark Brunner

## **DCA Finance Committee**

### ***Meeting Minutes***

Date of meeting

Present: Mark Brunner, Julie Furbee, Billy Inmon, Greg Slone, Jim Ward  
Next meeting: February, 2019 (Budget)

1. Representative from McDaniel Wealth discussed various accounting reports they could provide. Reports will be similar. Adding monthly variance report to the finance committee members.
2. With exception of athletics, no committee budgets were received. Committee budget procedure of most school districts begins with discussion between committee chair and principal/headmaster. In the future, committee budgets will begin with a meeting between the headmaster and committee chair. The budget will then be taken to the committee for review and adjustments made to reflect the committee's vision.
3. Finance committee voted to keep tuition the same for next year, and decrease preschool tuition to par with LABC. Motion by Inmon, second by Brunner. All voted in favor.
4. Numerous improvements in bookkeeping procedures were discussed to improve accounting accuracy and ensure compliance with Title 9 and KHSAA. For example:
  - Team roster for the sport season so money received (fees, clothing, etc.) may be logged accurately.
  - Restricted accounts to separate boys/girls sports fundraiser money.
  - Annual school budget to be passed will be from QuickBooks. This will ensure actual numbers are reviewed, avoiding transposition errors in Excel spreadsheets.
5. As the school grows, policies and procedures will ensure smooth transition of accounting firms, financial officers, and leadership positions. Robust training materials will make certain policies and procedures are followed. Ms. Furbee will continue developing these processes for accounting. She shared progress on such a process for accurate monthly income budget.

Respectfully submitted,

Mark Brunner

Kelli Float made the motion to remove Julie Teeter from the DCA Farmers National Bank account and to add Julie Furbee on the account. Billy Inmon second the motion. Motion passed.

#### VIII. FUTURES/STRATEGIC PLANNING: Billy Inmon

Continuing to work on the finance end of completing the Warrior Complex.

IX TECHNOLOGY COMMITTEE:  
No Meeting

Devotion: Carroll Neely "Self Control" Everything we do needs to be done to glory to God.

X. OLD BUSINESS: Fred Sizemore

XI. NEW BUSINESS: Fred Sizemore

Chair comments: Fred encouraged the board to have accountability partners in all aspects of their lives.

XIII. PRAISES AND CONCERNS:

Praises: Headmaster  
Academic Team  
Enrollment  
Finances  
Meals of Hope

Jackie's Brother  
Mrs. Howard  
School Calendar  
Budgets

Concerns: Headmaster  
Warrior Complex  
Enrollment  
Ashely Barker

Casey Wilson  
Julie Asmus' mother in law  
and her father

CLOSING PRAYER: Billy Inmon

NEXT MEETING DATE: Tuesday, February 19, 2019 6:30pm @ DCA

Respectfully submitted,  
Rachel Dadisman