

# DANVILLE CHRISTIAN ACADEMY – BOARD MINUTES

October 19, 2021 @ DCA 6:30p.m.

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

BOARD MEMBERS ABSENT:

OPENING PRAYER: Jay Adkins

- I. APPROVAL OF MINUTES: Billy Inmon made the motion to accept the 9-21-21 minutes. Mark Brunner 2nd. Motion Passed.
  
- II. HEADMASTER REPORT - Jim Ward

## Danville Christian Academy Headmaster Report 10-19-2021

<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>66</u>	<u>5</u>	<u>61</u>	92%
<b>Total</b>	270	5	265	98%

- 1. Enrollment (2021-2022) – 270
  - Preschool 3 – 15
  - Preschool 4 – 29
  - Kindergarten – 20

Grade 1 – 14  
Grade 2 – 19  
Grade 3 – 19  
Grade 4 – 23  
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 – Pastor Appreciation Day October 15, 2021. Fall retreat planning is in full motion for November 8-12.
3. Education Committee – Cognia has given us the audit dates for this school year. (Dec 6-8, 2021)  
The leadership team is in the process of naming and uploading evidence for the review team.
4. Finance – Our Year to Date continues to meet or exceed budgeted net income with the PPP loan.  
We have 270, but we continue to receive calls. Our capacity for the entire building is 280 – 296.
5. Athletics – The gym floor has been repaired and looks fantastic.
6. 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.
7. Facilities – Planning for an extra kindergarten classroom.  
Needs: Playground Equipment (Lisa Goens and Mary Crowder), we have replaced 4/12 toilets, Parking Lot beside the Gym,
8. Assessment – iReady and CERT results.
9. Calendar Addendum

Mark Brunner made the motion to accept the amendment to the school calendar. Billy Inmon 2nd the motion. Motion carried.

Mr. Ward reviewed the most recent iReady results with the board.

III. Education Committee-Kelli Float

IV. Spiritual Life-Carroll Neely

V. Public Relations-Billy Inmon

Working on getting the basketball games broadcast on the radio.

VI. Athletics-Jay Adkins

Gym floor is repaired.

Don Story talked about building the basketball with the committee.

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

First reading of 4.2 Finance Management Fee Policy

Billy Inmon made the motion to accept the August finance report. Gary Brown 2nd the motion. No discussion needed. Motion carried.

- VIII. FUTURES/STRATEGIC PLANNING: Billy Inmon  
Construction company for the concessions/storage building should be here this week.
- IX. TECHNOLOGY COMMITTEE: Jay Adkins
- X. FACILITY COMMITTEE: Jay Adkins
- XI. OLD BUSINESS: Greg Slone

Review of the communication protocol. After meetings committee chairs need to send minutes from the meeting to Jim, Greg, Rachel and Julie. Be sure to keep Jim in the loop.

XII. NEW BUSINESS: Greg Slone

Julie will have spreadsheet in from board retreat put into google drive for committee chairs to work from.

Greg presented Committee and committee chairs as follows:

Spiritual Life-Carroll Neely  
Education-Chair, Kelli Float, member Rachel Dadisman  
PR-Chair, Billy Inmon, member Jay Adkins  
Athletics-Chair, Jay Adkins, member Michael Johnson  
Finance-Chair, Mark Brunner, members Greg Slone, Billy Inmon, Kelli Float,  
Michael Johnson  
Futures-Chair Billy Inmon, member Gary Brown

Mark Brunner made the motion to accept the slate of committee chairs as presented by Greg. Jay Adkins 2nd the motion. Motion carried.

Committee chairs will submit to Rachel their committee members this week.

Executive Committee is:

Greg Slone-Chairman  
Billy Inmon-Vice Chair  
Mark Brunner-Finance Chair  
Rachel Dadisman-Secretary

Board members need to review the following in the board manual:

Transportation Chapter 6  
Support Service Chapter 7  
School Facilities Chapter 5

XIII. CHAIR COMMENTS:

XIV. PRAISES AND CONCERNS:

Praises:

Concerns:

Board Members  
Jim  
Enrollment  
Board retreat  
Lauren and Salli (retreat food)  
For what God is going to do

Debra (Kenya)  
Logan Johnson  
Anna Johnson

CLOSING PRAYER: Jay Adkins

Carroll Neely made the motion to adjourn. Michael Johnson 2nd. Motion carried.

NEXT MEETING DATE: Tuesday, November 16, 2021 6:30pm @ DCA

Respectfully Submitted,

Rachel Dadisman  
Board Secretary