

DANVILLE CHRISTIAN ACADEMY – BOARD MINUTES

August 24, 2021 @ DCA 6:30p.m.

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

BOARD MEMBERS ABSENT:

OPENING PRAYER: Billy Inmon

I. APPROVAL OF MINUTES: Billy Inmon made the motion to accept

the 7-20-21 minutes. Mark Brunner 2nd. Motion Passed.

Melanie Thornberry was introduced to the board. She has agreed to be the board attorney.

Fred Sizemore has rolled off the board. We will need to vote on his replacement.

Billy Inmon nominated Greg Slone as chairman of the board. Jay 2nd the motion. Motion passed unanimously.

Kevin Maples addressed the board with concerns about the school Covid protocol. The board thanked him for taking the time to come to the meeting and speaking with us about his concerns.

II. HEADMASTER REPORT - Jim Ward

Danville Christian Academy

Headmaster Report

8-24-2021

Enrollment Status Summary

	Total	In Process	Finished	% Finished
Returning Students	<u>204</u>	<u>0</u>	<u>204</u>	100%
New Accepted Students	<u>52</u>	<u>2</u>	<u>50</u>	96%
Total	256	2	254	99%

1. Enrollment (2021-2022) – 256

Preschool 3 – 16

Preschool 4 – 26

Kindergarten – 19

Grade 1 – 12

Grade 2 – 18

Grade 3 – 17

Grade 4 – 22

Grade 5 – 17

Grade 6 – 19

Grade 7 – 14

Grade 8 – 19

Grade 9 – 14

Grade 10 – 15

Grade 11 – 19

Grade 12 – 7

*We have had six interviews this week.

2. Spiritual Life – Kindness was the theme for opening chapel. 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 next school year. (Dec 6-8, 2021)
Board policies for review.

4. Technology – The technology service closet has been updated. The bells have been changed over to tones.
5. Finance – Our Year to Date continues to meet or exceed budgeted net income with the PPP loan.
The total number of completed applications are 250 and 9 additional applications are in process. We will have 253, but we are projecting 265 with the addition of new families.
6. Athletics – The gym floor is scheduled for repair at the end of Aug – September 13.
Hiring – Peppi Francis Interim Athletic Director
7. Public Relations & Futures – The new Classroom is almost complete. Concessions/Weightlifting Building is scheduled to be built soon.
8. Growth – New Stats Class, Arts and Humanities Class, Praise & Worship Class, Christian Service Class
9. Assessment – iReady and CERT are scheduled for August 23rd – September 3rd. The data will be analyzed on Sept. 7th during professional development.
10. Facilities – (We need a facilities committee.)
Completed: All floor tile is replaced. Two new
Needs: Playground Equipment, we have replaced 4/12 toilets, Parking Lot beside the Gym,

III. Education Committee-Rachel Dadisman

VI. Athletics-Greg Slone

Grace Mbugua has received a full ride D1 scholarship to Liberty University.

VII. FINANCE COMMITTEE: Mark Brunner

DCA Finance Committee

Meeting Minutes

24-August-2021 Call to order 5:30 PM, adjourned 6:30 PM.

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

Next meeting: One month

Agenda items:

1. **July '21 performance to budget:** Net income favorable 63.4K. Income favorable 12.3K, mainly attributed to some families paying a full year of tuition in July. Expenses favorable 51.1K, driven by favorable payroll, utilities/building/maintenance, and athletics. Payroll favorable due to new fiscal year salaries becoming effective in August, however, expect this favorability will be expensed as the year progresses. Building expenses favorable, as portions of the new classroom building expense (HVAC install) are due in August.
2. **Year to date performance to budget:** The new fiscal year began in July. YTD metrics are the same as July (see above).
3. **Tuition policy:** Sections 4.0 and 4.1 of Tuition Policy ("Fiscal Management") revised. Second reading of revision at upcoming board meeting.
4. **Building maintenance:** Cost for repair of gym floor water damage is ~16K; we have received 10K from insurance. Gutter and roof damage estimates have been forwarded to insurance for claim.
5. **Mortgage refinance:** Mr. Ward and Mr. Inmon met with a Christian funding organization to discuss refinancing our mortgage. *Christian Financial Resources, Inc* is a 40-year-old organization with an excellent history of sound lending practices. They do not charge points to refinance. In addition, they provide several resources for planning, architecture, and logistics for large Christian building projects. Refinancing will reduce interest liability and keep monthly payments essentially the same. We anticipate ~150K cash back at closing, to improve our cash assets. Cash assets of ~400K will be required for the high school/gym addition construction loan. Motion to the board that we pursue refinance of our existing loan (currently 4.99%) to a lower rate (anticipated >1% reduction), with ~150K cash back at closing, and 15-year term.
6. **Meeting schedule:** The Finance committee continues to meet monthly, at 5:30 PM on day of school board meeting.

Respectfully submitted,

Mark Brunner

The Finance Committee made the motion to give them approval to pursue and take action to refinance our current loan. 2nd by Kelli Float. Motion passed.

VIII. FUTURES/STRATEGIC PLANNING: Billy Inmon

New addition to gym will make it 150X180. Billy is working on some drawings.

We will pull all stakeholders (teachers, parents, students) together to work on plans.

Weight room will be done in the next 9 weeks. Man is starting to build in the next 3 weeks.

IX. TECHNOLOGY COMMITTEE: Jay Adkins

X. FACILITY COMMITTEE: Jay Adkins

XI. OLD BUSINESS: Greg Slone

We are continuing to go through our board policies.

The following changes were voted on:

Under the Student Policy section

Jay Adkins made the motion to remove the corporal punishment phrase from the student discipline policy. Carol Neely 2nd the motion. Motion passed.

Kelli Float made the motion to remove the last two paragraphs under the dress code policy and under uniforms to add the statement "refer to the Student Handbook for current dress code procedure." Billy Inmon 2nd. Motion passed.

Under the Cell Phone Policy Billy Inmon made the motion to to change the cell phone policy to state "High School and Middle School students and staff will use appropriate conduct concerning cell phone usage during school hours.

Refer to the Student and Staff Handbooks for current cell phone procedure.” Mark Brunner 2nd the motion. Billy amended his motion to strike the staff statement from the policy. Mark agreed. Motion passed.

Under the Tuition Policy-Early withdrawal section: Billy Inmon made the motion to remove the statement “Danville Christian Academy region” and replace with “12th region as defined by KHSAA.” Mark Brunner 2nd. Motion passed.

Mark Brunner made the motion to accept the Student Policy as amended. Billy Inmon 2nd the motion. Motion passed.

Billy Inmon made the motion to accept the Tuition Policy as amended in 4.0. Kelli Float 2nd. Motion passed.

Billy Inmon made the motion to accept section 4.1, “Tuition Assistance” as presented. Kelli Float 2nd. Motion passed.

Billy made the motion to have a 72 hour fever free policy in place for the 2021-2022 school year. Carroll Neely 2nd the motion. Motion passed.

Carroll will send out information on board member terms (length everyone has been on the board)

XII. NEW BUSINESS: Greg Slone

Discussed possible dates for the board retreat. The retreat will be held Oct.16. The theme will be “Spirit of Excellence” based on I Corinthians 9:24-25. More details will be forthcoming.

Greg will have committees and chairs done by the next meeting.

We have lost 2 board members. We are down to 5 voting members. We need to get new members. Greg appointed a nomination committee consisting of Jay Adkins (Chair), Carroll Neely and Billy Inmon.

Rachel will be sending a board packet out 1 week prior to the board meeting. Committee chairs should send any meeting minutes 2 weeks prior to the board meeting.

Agenda will be set 2 weeks prior to a board meeting. Any non-members wishing to speak to the board should let the board know 2 weeks before the meeting.

Board went into Executive Session.

Board came out of Executive Session.

XIII. CHAIR COMMENTS:

XIV. PRAISES AND CONCERNS:

Praises:

Concerns:

Motion to adjourn the board meeting by Billy Inmon. Carroll Neely second the motion. Motion passed.

CLOSING PRAYER: Carroll Neely

NEXT MEETING DATE: Tuesday, September 14, 2021 6:30pm @ DCA

Respectfully Submitted,

Rachel Dadisman
Board Secretary