

# **Evangelical Christian Academy Board of Directors**

*"Distinctly Christian-Effectively Classical"*

**ECA Board Meeting Minutes for July 08th, 2014**

**Board Members Present:** EJ Nusbaum, Leonard Faimon, Sandi Geving, Dean Watts, Chad DeKam, Denny Carew, David Kliewer

**Board Members Excused Absence:** Karen Bissett

**Ex-Officio Member Present:** Jim Johnson, Superintendent

## **I. Opening**

- A. Devotion & Prayer-Leonard Faimon
- B. Mission Statement – EJ Nusbaum
- C. Minutes of June 27 Called Meeting – approved as corrected
- D. Correspondence – None
- E. Approval of Agenda – MSC
- F. New Board Member Interviews (Order of the Day)
- G. New Board Member Approvals – recommendations to be sent to V7 Session
  - 1. MSC Theresa Flanegin – At Large, Class of 17
  - 2. MSC John McKeever – Church Member, Class of 17
  - 3. MSC Chris Bunker – Church Member, Class of 17
    - a. Pending approval by ECA Board
  - 4. Randy Thompson – will be V7 Session appointed board member

## **II. Reports**

- A. Superintendent- See attached report
- B. Committee Reports
  - 1. Finance
    - a. MSC – Accept proposed draft budget  
(to be presented to V7 Budget & Finance Committee)
    - b. If proposed income goal is not achieved by August Board Meeting, operational/staff cost reductions will be reviewed and implemented as approved
  - 2. Personnel/Education – Report deferred to next board meeting
- C. Planning Committee Reports – no reports
  - 1. Communication
  - 2. Finance
  - 3. Marketing

## **III. Old Business**

- A. Leadercast Renewal for 2015
  - 1. After discussion, MSC to not renew Leadercast for 14-15 school year

## **IV. New Business**

- A. Candidate Interviews (**Order of the Day**)

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1. Tresa Flanegin (7:15 PM)
  2. Chris Bunker (7:45 – by phone, if available)
  3. John McKeever (8:15)
- B. Officer Elections
1. MSC to approve Denny Carew as Board President
  2. MSC to approve Leonard Faimon as Board Vice President
  3. MSC to approve Karen Bissett as Board Secretary  
(pending her agreement to serve)
  4. MSC to approve Dean Watts as Board Treasurer

**V. Adjournment – 9:45 PM (Planning Committees can meet after the board meeting)**

*ECA exists to partner with parents and their church to educate, equip, and empower students to pursue their purpose in Christ.*

**Calendar:**

August 12-Board Meeting (Need Devotion)

## ECA Superintendent's Report June 26, 2014 – Jim Johnson

**Enrollment as of June 16, 2014:**

Category	# Families	# Students	\$ Tuition Assit.	\$ Net Tuition
Accepted	158	242	\$42,000	\$1,360,000
Pending	18	37	\$68,000	\$144,000
Unlikely	10	18	\$9,000	\$103,000
Withdrawn	18			

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## **Triumphs and Trials:**

- o Accreditation
  - o ACSI has approved us for an accreditation extension through June 20, 2016.
  - o We will begin to research and formulate a plan to appropriately convert to ACCS, should that appear to be reasonable and prudent.
- o National Institute for Learning Development (NILD)
  - o The only action item on this recently has been a conversation between myself and Robin Gorab to discuss what might be of mutual interest as we determine if NILD is the prudent approach to special education at ECA. Nothing formal has been done at this time.
- o Collegium
  - o Joseph and I have been working with Beth Saks and Linda McKeever to get things set up for next year. Most of the facility/room reservations have been made. Other items are currently being handled including a meeting next week to discuss the financial matters.
- o Reenrollment Cycle Improvements:
  - o Currently the “stand-by” list has been effective for the 6<sup>th</sup> grade. We have been at our stated capacity of 24 for several weeks. We have 3 students on the stand-by list and foresee 2 openings. We may have to refuse some students. Unfortunately, there may be some students who attempt to return at the last minute.
  - o We should formalize our calendar for enrollment/reenrollment timing for 2015-16.
    - Confirm 2015-16 school intentions with V7 at November Oversight meeting.
    - Establish tuition schedule for publication in mid-December.
    - Actively re-enroll and new enroll in early January.
    - Consider other schedule deadlines to enhance early enrollment.
- o Staffing
  - o 3 teachers were not extended contracts since 3 classes did not split.
  - o 3 teachers went from part-time to full-time to handle our natural attrition at the secondary campus.
  - o 2 contract employees are on oral notice for reduction or no-contract for 2014-15
  - o 2 or more hourly employees are still being considered for potential reduction.
  - o EJ, Dean and Jim plan to meet to confirm the “master cash flow projections” for 2014-15 and discuss any employment implications between July 1 and the start of school.
- o Marketing

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- We did send a batch of 5,000 postcards to selected carrier routes within zip code 80918. We have no indication that any of them have been delivered at this time. The post office indicated that bulk rate EDDM postcards might go out in a week or two. It has now been about 1 week.
- Branding
  - No further work has been done on branding at this time.
- Fundraising
  - The board's fundraising calls did create some end of year giving response. At this moment we do not have a final figure available on results.
- Facility
  - We have terminated our agreement with TYCO for fire alarm services, since their system was antiquated and no longer functional.
  - We are proceeding with a contract with CINTAS which should be about 1/5 the cost of what TYCO wanted. Installation should be complete prior to the start of school.

### **Policy Recommendations and Other Pending Votes:**

None pending at this time.

### **Prayer Requests:**

- For regular, positive ECA messaging to create momentum in these weeks prior to school.
- For God to continue to mold ECA into a school worthy of His favor
- For families currently in need of ECA to hear about our education ministry
- For families who hear about our school to become involved and enroll their children
- For families to have wisdom relative to our "day school" or "home school" options
- For God to guide us in our class size decisions in the near future
- For God's provision of resources for us to do our work
- For students to grow in their ability to identify and be prepared to live out their purpose in Christ
- For wisdom for our administration and board as they guide ECA
- For stamina and joy among the faculty and staff as they minister to students
- For God's hand on the modifications we make to our school
- For God's covenant children in our town, that they might be educated here

Respectfully submitted,

*Jim Johnson*