

Evangelical Christian Academy Board of Directors
“Distinctly Christian-Effectively Classical”

BOARD MEETING

February 11, 2015

7PM Library

Opened at 7:03 PM

Board Members Present: Chris Bunker, Denny Carew, Chad DeKam, Leonard Faimon, Tresa Flanegin, Susan Foth, John McKeever, Randy Thompson, Dean Watts

Ex-Officio Member Present: Jim Johnson, Superintendent

Excused Absences:

I. Opening

Devotional – Susan on prayer

A. Mission Statement:

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

B. Approve Minutes (January) – **MSC**

C. Correspondence – None

D. Approval of Agenda – **MSC**

II. Reports

A. Superintendent (see attached)

1. ECA Referral Program – **MSC**

a) Extend to bona fide feeder schools, churches, and organizations

b) Extend referral deadline to April 30

c) Follow advice from CPA regarding tax implications for organizations that receive incentives

B. Finance—Dec Financials (Dean)

C. Marketing / Communications – Report received (Chris)

1. KBIQ half-price seat campaign to begin in April with 4 seats in grades TBD

D. Education – Report received (Leonard)

1. Confirmation provided for committee to explore, investigate and report back on potential, fiscally responsible options to expand special education opportunities at ECA

E. Colleguim – Report received (John)

F. Finance – no additional report (Dean)

G. Strategic Planning – no report (Randy)

III. Old Business

- A. Plaque to be presented to Dave Kliewer for fulfilling Board term
- B. Incorporate Proposed By-Law changes – review and assimilation commenced (Susan)
- C. Dash board Items – **delegated** to Committees
 - 1. Graphs depicting Enrollment, Development Income, and Educational Income provided by Chris
- D. Short and Long Term Items from the Planning Meeting – **delegated** to Committee Chairs to take relevant items from list, own them, and follow up with action plan

IV. New Business

7:25 PM Meeting oversight delegated to Vice President, Leonard Faimon

- A. Review of Personnel Committee (Denny) – motion to become part of Board Manual – **MSC**
 - 1. “In order to keep personnel issues confidential and to provide the Board with employment oversight, the names of teachers and other key employees will be made available to the Board prior to when the offer of employment is extended. If any Board member has input regarding a particular candidate, that Board member should have a discussion with the Superintendent.”
- B. Teacher Contracts
 - 1. List of names will be submitted in advance to Board for consideration

7:35 PM Meeting oversight returned to President, Denny Carew

V. Adjournment – 9:10pm

Calendar:

Board Meetings	Devotional
March 11	Leonard
April 8	Chris
May 13	OPEN

Respectfully Submitted,

Susan Foth

SUPERINTENDENT REPORT FOLLOWS

ECA Superintendent's Report February 10, 2015 – Jim Johnson

Enrollment:

Feb. 2015 - Evangelical Christian Academy			
Grade	Enrolled	Male	Female
01	19	5	14
02	18	7	11
03	9	6	3
04	21	9	12
05	15	7	8
06	23	13	10
07	21	11	10
08	16	11	6
09	24	18	6
10	29	11	18
11	29	10	19
12	23	16	7
2DPK	4	2	2
3DK	7	3	4
3DPK	15	8	7
5DK	7	3	4
Total	280	140	141

Note: Chris Bunker is developing an enrollment trend dashboard that he will share when complete.

Report Categories:

- o Reenrollment
 - o The All-Parent Information Meetings were held in January and were well attended. Generally speaking, the response has been quite positive so far. Of course, the real test will be our early enrollment figures which should be available for us to see at our March meeting.
- o Student Recruitment/Marketing
 - o The first blog was written in January and had a partial release on our Eagles View Monthly cover article. The blog also has a sign up feature. The intent is for this to go out monthly at this time.
 - o The ½ price tuition ad through the KBIQ website on certain select classroom seats is scheduled to begin in early April. Chris Bunker and his Marketing/Communications Committee hope to speak into the number of seats that we make available at this special rate. We will retain all of our student acceptance criteria and can select these seats from a particular grade or grade range.
 - o The ECA Facebook presence is up and running. It seems to be heavy on an athletic focus so far. I am encouraging a diversification to other topics. Most recently, I encouraged a post to be created related to the school play which ran this past weekend. The play was very high caliber!

- o Fundraising
 - o Chris Bunker suggested a “dashboard” item related to fundraising. I am working with Chris on this and he should have that dashboard out today.
 - o We show some donation income of about \$19,000 toward the 25 passenger bus in January that our CPA has asked us to book as general donations, which we have done. However, the bus expense will come out of a capital improvement account that does not impact our budget. This means we need to keep working hard on fundraising through the end of June.
- o Accreditation
 - o Joseph Friedly is working with the elementary, secondary and administrators in a staged effort to prepare for accreditation. So far, the process is working well!
- o Collegium
 - o The transition continues. We did book (and handle the monies for) Collegium tuition income and teacher expenses in January for the second semester. Most have been paid a lump sum for the semester with the exception of the Head of Collegium who will be paid over 4 months.
- o Education
 - o Leonard will give his report.
 - o We will want to assess the will of the board relative to the direction of a potential **special education initiative**. We hope to take some time for this during our meeting.
- o Transportation
 - o The 25 passenger bus was purchased in January thanks to sizable donations from the Village Seven Presbyterian Church Tour Group and about 12 ECA family contributions.
 - o The V7PC-Tour Group will have the ability to use the bus several times per year through 2022. They will pay for their own gas and CDL driver and we will cover maintenance for their use.

Policies Pending Votes and Other Recommendations:

- o We would like Board input on extending the **ECA Student Referral** program to schools and churches. Tonight we want to discuss and confirm the incentive these groups will earn for students who enroll.
- o Denny has a personnel committee clarification.
- o We currently are working to identify candidates to fill the vacancy of **Elementary School Principal** starting in August, 2015 (or sooner). The job has been advertised through the following websites: ECA, ACCS, ACSI and through a RenWeb e-mail to parents, staff and board members. We currently have 9 candidates who have expressed interest.

Prayer Requests:

- For God’s blessing on the quality of education at ECA for each student.
- For the word about student enrollment would reach many parents and children for next year.

- That the Lord would be at work in developing relationships in our culture.
- For strength, stamina and patience for the teachers during this second semester.
- For God's blessing on each Board Member and their workloads.

Respectfully submitted,

Jim Johnson