

**Evangelical Christian Academy Board of Directors**

***“Distinctly Christian – Effectively Classical”***

**ANNUAL BOARD PLANNING MEETING MINUTES**

**November 16, 2019 - V7PC/L10 (1/21/2020: amended B.3/4)**

**Board Members Present:** DJ DeJong, Sandi Geving, John McKeever, Randy Thompson, Joseph Friedly, Denny Carew, Jason Castro, Will Kim, Heather Morgan

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

**A. Opening**

1. Devotions and Prayer: Will Kim: 1Cor 15 - Resurrection of first importance  
Jody Bundy (Beth Morin) - Hot Lunch Coordinator  
Lynn McLinden - Collegium Director  
John McKeever - Board Member  
Travis McDowell - Secondary Band Teacher  
April Matovich - Sec. Accompanist and Iterim Choir Director  
Dwight Martin - Shuttle Driver  
Karen Leidecker - Sec. Science Teacher  
Ken Larson - V7PC Custodial Staff  
Ryan Kiselich - Contract IT
  
2. Vision Statement: *“ECA seeks to affect the Kingdom of God, by the power of the Holy Spirit, through students who are mature in their Christian faith and effective in their church, family, work, and world for the glory of God.”*
  
3. Approval of Minutes: October 2019 M/S/C
  
4. Correspondence:
  - a. none received
  - b. to be sent: thank you to Rampart Supply for elementary drinking fountains
  
5. Approval of Agenda: M/S/C

## B. Reports

1. Superintendent: Jim Johnson
  - a. Reviewed written report to V7PC Oversight Committee (separate - attached)
  - b. 2020-21 school calendar approval (M/S/C)
  - c. Tuition Schedule: (M/S/C)

Motion to adopt Option 1 with the addition of optional continuous enrollment beginning in 9th grade at \$8,300 per year or, if beginning later, maintaining the current cost of entry grade
  - d. Branding info from Michelle Poli - 50th is a good time to consider updates to all branding, including school name
  - e. ECA fund through V7PC approved! Proceeding under Jim J and Ted Roth
  - f. Considerations: 1) Superintendent's Corner in *Eagle's View* for policy communication, 2) notify parents of lockdown/lockout situations, 3) continued accreditation/Board dinner with visitors in the spring
  
2. Finance: Sandi Geving
  - a. Reviewed written reports as of 10/31/19
  - b. Consideration: seeking a "second pair of eyes" in some matters
  
3. Education: Joseph Friedly
  - a. Met with principals
    - Elementary: no current specific needs
    - Secondary: 1) curriculum needs 2) dual enrollment teachers needed
  - b. Joseph will form committees (likely including teachers) to address needs
  - c. Working on: 1) quarterly principal reports, 2) review state test scores 3) review curriculum needs, present to board, 4) vision casting
  - d. Considerations: this committee to assist with: 1) hiring, 2) accountability for ongoing training of teachers, 3) collegium, 4) teacher evaluations **5) seeking additional committee members (amended 1/2020)**
  
4. Development: John McKeever
  - a. Reviewed written report re: end-of-year appeals
  - b. Considerations: 1) develop fundraiser plans, donor base, donor data, grassroots, 2) online platforms, 3) input as appropriate into marketing/finance committee, 4) seeking recommendations for external funding/support **5) seeking additional committee members (amended 1/2020)**

5. Strategic Planning: Randy Thompson
  - a. Reviewed updated Strategic Plan
  - b. Will send as Word document for committee heads to make/track changes
  
6. Marketing and Communications: DJ DeJong, Jason Castro
  - a. Reviewed written report
  - b. Presentation on 50th from Mindy Sutton and Michelle Poli (Janea Coddington)
    - Marketing/Communications Committee will decide LOCATION at 11/18/19 meeting so plans can proceed
  
7. Resources and Overhead: DJ DeJong, Will Kim
  - a. Reviewed written report
  - b. Motion to change name to Assets Committee (M/C)

C. Viewed "Pass Me A Tire: 4 Reasons for Christian Education"

#### **D. Old Business**

1. V7PC/ECA Improvement Initiative: Pastor Mark Bates
  - a. Facilities:
    - Sign and security cameras to be handled by V7PC
    - Possible risk mitigation
      - Put sign on church building rather than near the street?
      - Does insurance cover the sign?
      - Increase security, possibly hiring from program at Springs Rescue
  - b. Fostering a spirit of cooperation between V7PC and ECA
    - potential increased connection with similar language from V7 and ECA
    - wording of by-laws needs to be cleaned up
    - missions of both are related (make/equip/deploy) but not identical (V7 missional, ECA covenantal)
    - Rather than deciding whether ECA fits V7's "partner" or "ministry" list, could another word be used in printed materials? "Affiliate," other?
  - c. Designated fund for ECA scholarships to V7 families - Jim J to proceed with V7PC ECA Oversight Committee

2. Review of Board's role in hiring and releasing employees (updated 2017) - Jim

3. Endowment Update - Jim

- a. A donor wants to establish an endowment to be held with Pikes Peak Community Foundation. This would tap only PPCF, not normal donor base.

4. 1, 2, 3, 5, 10 year planning update

- a. 50th anniversary, rebranding?
- b. 2021: Board changes, Jim looking toward retirement
- c. begin now:
  - allot part of monthly meetings to planning
  - include setting goals - for enrollment, for plans re: open board positions
  - WIGs: Wildly Important Goals

5. Add to agenda: Motion to continue contract with V7PC under current terms M/S/C

#### **D. Executive Session**

1. Legal Briefing - Phil Scott

#### **E. Follow-up to Executive Session M/S/C**

- 1. Motion to authorize superintendent to take the following steps in regard to the request of a prescribed individual:
  - a. Confirm student's desire that individual attend
  - b. Verify why individual was moved from SOISP to non-SOISP
  - c. Verify that SOMB guidelines have been fully met
  - d. Assess willingness/need for individual to meet with V7PC pastor
  - e. Require a non-relative third party escort (probation officer or counselor?)

#### **F. New Business**

1. Follow up on 2019 planning meeting details - no specific discussion

#### **G. Adjournment M/S/C**

**CALENDAR:** January 21, 2020

- Devotions: Sandi

February 18, 2020

March 17, 2020

April 21, 2020

May 19, 2020

May 28, 2020?

-(Teacher Appreciation Lunch)

**Evangelical Christian Academy Board of Directors**  
***“Distinctly Christian – Effectively Classical”***  
**Board Meeting Minutes**  
**Special Online Meeting re: ECCU line of credit**  
**December 7, 2019**

**Board Members Present:** DJ DeJong, Sandi Geving, John McKeever, Randy Thompson, Joseph Friedly, Denny Carew, Jason Castro, Will Kim, Heather Morgan

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

**A. New Business**

1. Motion to extend ECCU line of credit
  - Motion/Second/Carried
  - Unanimous vote to extend ECCU line of credit

AGENDA FOR November 4, 2019 JOINT MEETING  
ECA School Board and V7PC ECA Oversight Committee  
7 p.m., Room S-2

1. Opening prayer - Pastor Mark Bates
2. Joint Committee introductions: Ted Roth and DJ DeJong
3. Review of ECA Oversight Committee Charter – Ted Roth
4. ECA Report:

**Reporting:** 1) At the joint meeting of the ECA Oversight Committee and the ECA Board, the ECA Board will report on the following:

- Accomplishments: what we can praise the Lord and rejoice together for.
  - Future plans: what plans the Board is considering and how it may impact the church.
  - Sustainability
    - Enrollment and enrollment trends: Number of students, changes in that number, year-to-year trends, and how it affects operations.
    - Staffing: Teachers and support staff are at proper levels relative to enrollment and tuition.
    - Finances: Review reports; show operations are “in the black” and the tuition liability is decreasing.
  - Safety
    - Insurance: Maintaining proper limits of liability and (school) property insurance, with V7 listed as an additional insured.
    - Child Protection: Policies and procedures that are in place to protect the students during all school activities.
    - Vehicles: Maintenance is up-to-date and vehicles are safe to drive; drivers are trained as needed.
  - Facilities: Review how the church and school are sharing the facilities and identify needs or concerns that either has. The oversight committee will make a recommendation to the V7 Session regarding the renewal of the facility use agreement on an annual basis.
5. The Session’s ECA Oversight Committee is in place to protect the interests of Village Seven Presbyterian Church. The Committee would like to discuss any “trigger” events which the School Board would consider significant to the future of the school and its relationship with the church.
  6. Committee Report to Session:

At the next Stated Session Meeting following the ECA Oversight Committee and ECA Board joint meeting, the ECA Oversight Committee will present a report to the Session relating what the Session should know from the joint meeting. This report will be given by Elder Ted Roth at the November 11, 2019 meeting of the Session.

7. Election of Class of 2022 members of ECA Oversight Committee
8. Closing prayer and adjournment