



**GCA BOARD MEETING MINUTES  
OPEN SESSION  
OCTOBER 7, 2019**

1. **Call to order** of the October 7, 2019 GCA Open Session was made at 6:30 pm in the SHBC Fireside Room by President Justina Nadolson.
2. **Roll Call** was answered by Phill Demarest, Julie Dickson, Dan Keiser, Mark Law, Justina Nadolson, Brad Pilkington, Woody Rose, Jason Stump, and Shari Swonger. Head of School Lee Reno.
3. **Prayer and Devotion** – Phill Demarest read from Haggai 1:1 regarding the attitude of the Israelites during the rebuilding of the temple, and how we should prioritize our own lives and plans. If our bodies are the temple of God, our focus should be on using our lives to glorify the Lord.
4. **Explanation of meeting procedures (sign-in, time limit) – Hearing of Guests** by Justina, who instructed attendees to sign in if they would like to speak on-record at the end of the open session.
5. A motion to approve the open and closed minutes from September 5, 2019 was made by Dan Keiser, seconded by Woody Rose, motion passed. Phill recused himself from the vote due to his absence from the September meeting.
6. **Enter closed session votes and notes from September 5, 2019 into the record:**

A motion to hire the Clapham Circle as our Executive Search Firm; that the upfront fee and monthly payments be taken from Board Reserves; and that the monthly payments for next school year be put in the 2020-2021 budget, if possible. Additionally, that the HOS Search Committee be given the authority to execute the contract with The Clapham Circle was made by Jason Stump, seconded by Mark Law, motion passed.
7. **Enter email votes into the record:**
  - a. None
8. **Financial Report**

*Written:*

Financials are for period ending August 31, 2019

#### Cash Review

- Total Cash on hand was **\$ 900,843.85**
- We have designated and restricted assets of **\$ 688,334.02**
- Leaving us with **\$212,509.83** of operating cash available

#### For the Month of August

	<b>Amount</b>	<b>Included Auxiliary Funds</b>
<b>Income</b>	\$ 150,260.16	\$ 23,578.32
<b>Expenses</b>	\$ 164,779.90	\$ 23,578.32
<b>Net Income</b>	(\$ 14,519.74)	

#### YTD Summary

	<b>Non-Accrual</b>	<b>Accrual Adjusted</b>
<b>Income</b>	\$ 188,511.33	\$ 188,511.33
<b>Expenses</b>	\$ 325,970.85~	\$ 247,789.04
<b>Net Income</b>	(\$ 137,459.52)~	(\$ 59,277.71)

Net operating loss is significantly less because of the year end reversal of the accrued payroll expenses that are paid in July but expensed in June. (This creates an adverse effect on July financials by showing the payroll expenses lower than actuals. We are working with the accountant to see if we can adjust the reporting on the P&L).

9. A motion to approve the August 31 financial report was made by Mark Law, seconded by Brad Pilkington, motion passed.

#### 10. Committees

- a. **Finance Committee – Jason Stump, Treasurer**—committee looked at the budget, Jason is challenging the committee to look at what a flourishing school looks like, and focus on how to move forward. Investment policy statement regarding Board reserve funds. Applying for Operation Roundup through Energy Coop, foundation manages allocation of funds.
- b. **Advancement Committee – Mark Law**—will meet next week. Bus still for sale, no movement so far. Cookies on the Court in December. Justina added that Brian Davis will serve as the auctioneer at this spring's auction. He is appreciated!

- c. **Board Development Committee – Brad Pilkington**— none.
  - d. **Education Committee – Brad Pilkington**— none.
  - e. **Facilities Committee – Dan Keiser**— none.
  - f. **Athletic Committee – (ad hoc) – Dan Keiser** —none.  
Discussion about Corporate Sponsorships  
Booster memberships? Working on it.
  - g. **Board Policy Manual Committee – (ad hoc) – Justina Nadolson**—will meet with Lee. Working on Foundational Documents
  - h. **Head of School Search Committee (ad hoc)**—Clapham Circle visited last week and visited with groups throughout the school. Will meet with the committee later in October to discuss conclusions from meetings. HOS committee is comprised of Board members now, but will add non-Board members later in the process.
- 11. Student Council Presentation – Hannah Smith**—bonfire at GCA 10/24, adding a fall festival feel this year. Socktober has begun with sock competitions for MS and HS students.
- 12. Faculty Presentation – Brian Hassel**—working on biblical integration throughout GCA’s classes, met with Annie Gallagher, and is now branching out training to all GCA teaching staff. Teachers preparing first biblical integration lesson plan this week with pre-class coaching, observation during class, and post-class coaching. Teacher mentors assigned to new teachers, including a binder with topics to discuss with mentor/mentee and a framework to follow.
- 13. Faculty Presentation – Jennifer Haga**—presented GCA’s Terra Nova (achievement-based, no comparison to state proficiency tests) report, and stressed the importance of feedback for educators and students. Learning issues emerge between 1<sup>st</sup> and 3<sup>rd</sup> grade. Focus on Reading, Language, and Math. Used the median (middle) student data. Desire for local MDNP (Median National Percentile) to be between 50-75%. Feedback for Educators: looking for growth over time, not short-term growth. Recommendations: Utilize parents to increase support, identify outliers/develop individualized plan for growth, communicate individual results with each teachers, reinstitute K-2 TN Plus Testing in 2020 for better data analysis, analyze ways to reduce the range and inner quartile range (IQR). Strengthen K-8 language curriculum—3-year plan, evaluate K-5 language curriculum, review the reading program, add TN results to K-5 student reading data, strengthen math computation K-5 (3-year plan in-progress)—XtraMath and FastMath, open computer lane before/after school for fact practice, strengthen math competency, ensure every chapter of curriculum is introduced, expose students to next grade level during quarter 4, hire a math intervention teacher K-5.

Potential Positive Outcomes

Increase student outcomes, harness positive parent-child interaction, raise test scores, stabilize enrollment fluctuation, create a classroom environment with additional time for differentiation, project-based learning, and extra opportunities, and decrease staff burnout and after-hours workload. Goal is to have students prepared for what God will have them do. Eph 3:20-21. We are not able to measure everything, but God is at work immeasurably.

#### **14. Administrator Report - Lee Reno – Head of School**

Enrollment report: Lee and Jayme did not call all new families

Filed bylaws with the state, shared the reinstated 501c3 certificate (valid 5 years), and 1023 determination letter from IRS with 501c3 number.

Foundational Documents (also on GCA website)

Bus currently listed at \$28,000, plan to lower price

HOS search update on GCA website on Board page, will be updated

Governor signed biennial budget bill in July—EdChoice students hopefully no longer have to take OAA, need to determine alternative tests, possibly Terra Nova. EdChoice expansion will now go through 12<sup>th</sup> grade for siblings of elementary students on EdChoice.

Final equity adjustment 1 week ago, PNL shouldn't change much. Made adjustments in account titles and descriptions, i.e., Athletics brought into Operating Fund.

Created new accounts in Park National Bank, and separated accounts. Expansion fund is in First Federal. Operating account (Sweep and Athletics) in PNB. Other accounts include non-operating money, Restricted accounts, deferred account

Enrollment update: Student Ambassador Program, Adult Fan group, surveys to non-returning and new families, results discussed this week.

HOS search: board policy manual goal to finish by end of 2019, board policy manual formats updates for consistency

Student focus group—will meet again in November. Senior lunch reinstated, college dress-down days reinstated.

#### **15. Old Business**

- a. Justina reminded about Board financial support this meeting—100% board financial support is recommended, but no specific amount is required. Prayerfully determine amount.
- b. Status update about Student Focus Group (conducted by Marketing Director at Rolls By The Pound)

## **16. New Business**

- a. Security incident—Justina read a statement regarding a security incident last week, and the follow-up meeting with SHBC, GCA, and Granville police chief. GCA faculty and staff received further security training, and Lee Reno will continue to monitor.

*Written:*

“Last week it was brought to the attention of the Board Chair by Head of School Lee Reno that a teacher had made a decision that did not follow the security protocol of GCA and SHBC.

Members of the security teams from both the school and church side met last week along with the Head of School Lee Reno, Church Administrator Cathi Lucas, Principal Jayme Diener, and myself and Dan Keiser, Board Chair and Co-Chair. The Granville Police Department Chief was also in attendance.

After reviewing the school’s and church’s security plans, I am very comfortable as a parent that we have one of the most robust security plans for a school to do our best to keep our students safe. GPD has complimented and recognized the professionalism, training, and preparation of our collective security team under the leadership of Marvin Rutter, a former policeman. Our security teams meet for training several times a year and are well-versed on the various protocols and best practices. The GPD Chief has actually observed and participated in some of our trainings.

Mr. Reno will be supervising GCA faculty and staff to ensure that they are also well-versed on the security protocols that are in place for our students’ safety. The faculty and staff spent an extended time last Thursday in additional security training. He has also been working directly with the teacher in question from last week’s incident.

The safety and security of our students is of utmost importance and the Board will be discussing this further in the closed session.”

**17. Hearing of guests—none.**

**18. Meeting Adjournment**

Respectfully submitted,

Julie Dickson