



**GCA BOARD MEETING MINUTES  
OPEN SESSION  
SEPTEMBER 5, 2019**

1. **Call to order** of the September 5, 2019, GCA Open Session was called to order by President Justina Nadolson at 6:30 pm in the SHBC Fireside Room.
2. **Roll Call** was answered by Julie Dickson, Dan Keiser, Mark Law, Justina Nadolson, Brad Pilkington, Woody Rose, Jason Stump, and Shari Swonger. Head of School Lee Reno. Phill Demarest absent.
3. **Prayer and Devotion** – Jason Stump shared about a ‘new season’ and the words of Jesus. It’s a new school year with homework and busy schedules, but also a new start. Words are powerful, and Jesus’ words are especially powerful. Mk 4:20-24 parable of the sower: words can change our lives if we hear it and are changed by them. Worry and stress strangle you, nothing comes out of it, so be careful what you hear. Listen to the truth, and wisdom and the things He desires for us—these things are achieved when we embrace the Word, although we may reap it later. Keep sowing seeds, Jesus is not bound by the seasons.
4. **Explanation of meeting procedures (sign-in, time limit) – Hearing of Guests** was given by Justina. Guests please sign in, guests may also sign up to speak at the end of the open session.
5. A motion to approve the open and closed minutes from August 5, 2019 was made by Mark Law, seconded by Woody Rose, motion passed. Jason Stump abstained since he was absent from the August meeting.
6. **Enter closed session votes and notes from August 5, 2019 into the record:**
  - a. The Board approved the 2019-2020 contract for Lee Reno and authorized the Board Chair to execute the document.
7. **Enter email votes into the record:**
  - a. The GCA Board approved the final draft of the Philosophy of Education as presented by the Education Committee. This will be adopted as one of our foundational documents and presented to staff and faculty at orientation.

## 8. Financial Report

*Written:*

Financials are for year ending June 30, 2019

Cash Review

- Total Cash on hand was \$ 825,554.13
- We have designated and restricted assets of \$ 686,936.71
- Leaving us with \$138,617.42 of operating cash available

For the Month of June

**Total Income:** \$ 22,335.87. Auxiliary amount was: \$ 15,489.95.

**Total Expenses:** \$ 237,617.36.

**Net Income:** Net operating loss of \$215,281.49 vs a budgeted loss of \$128,033.01

Net operating loss is significantly more 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).

YTD Summary

**YTD Total Income:** \$ 1,662,452.81. Auxiliary amount is \$ 221,501.00.

**YTD Total Expenses:** \$ 1,832,185.76.

**YTD Net Income:** We currently have a net operating loss of \$184,569.85 (Projected loss was \$186,220.15).

However, we were able to make equity adjustments on the balance sheet to improve our cash position in the amount of **\$170,078.92** effectively reducing our cash outflow to a negative **\$14,490.93**

From a cash position, we started the school year with **\$772,889.97** and ended with **\$825,554.17**. Our position is nearly the same as the start of the year even though we added a teacher bonus and new benefits, paid coaches' salaries that were not budgeted and wrote off some bad debts.

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

## 9. Committees

**a. Finance Committee – Jason Stump, Treasurer—**

*Written:*

**purpose:** The purpose of the Finance Committee is to monitor and invest the school's financial resources while assisting and supporting the head of school in the management of those resources.

**policy:**

1. HOS will inform the finance committee of all contracts entered into within 45 days
2. HOS shall not enter a contract over \$5,000 without finance chair approval or board designee
3. HOS shall not enter a multi-year contract without finance chair approval or board designee

A motion to implement the Finance Committee's recommendations into board policy was made by Dan Keiser, seconded by Woody Rose, motion passed.

**b. Advancement Committee – Mark Law**

*Written:*

Present: Jason Stump, Julie Dickson, Lee Reno, Mark Law chair.

Absent: Ethan Nadolson, Katrina Faulkner, Philip Demarest.

1. Auction 2020 update:

- A. Corporate contact list: we have 18/19 Any new sponsors for 19/20?
- B. Committee members: Has the auction committee been fully established?
- C. Report pending from Auction chair.
- D. Consider new software for the auction to better catalog and close out the books at auction end. Further discussion with auction chair.
- E. We need to begin corporate contacts after Labor Day.
- F. Establish board goals for auction profits.

2. Alumni association update: Database has been completed. Utilize for item 4 below

3. Bus update: Still for Sale.

4. Discussed planning a "Cookies on the Court" event during the Christmas break at a basketball game. This will include the entire GCA community and specifically invite alumni to attend as a first alum event. Julie will contact the AD and Mark, Julie, and Phil will further coordinate. This will be funded through individual or Corporate donations.

5. Discussed approaching the GCA community for volunteers who may have certain skills or talents and would like to volunteer for development projects or other needed initiatives.

- c. **Board Development Committee – Brad Pilkington**—Dan and Brad met August 5, working on merging the school board calendar with Board Development Committee purpose statement, which Brad is currently developing.
- d. **Education Committee – Brad Pilkington**—haven't met since submitting Philosophy of Education statement. Core Values document is next.
- e. **Facilities Committee – Dan Keiser**—working on a cleaning and lawn care agreement at 5SG. A/C unit being repaired. Adding to needs list on website.
- f. **Athletic Committee – (ad hoc) – Dan Keiser**  
Discussion about Corporate Sponsorships, currently have 4 in the gym. Would split money between school and athletics.  
  
Booster meeting Wednesday night, Tim Bodle is president, encouraging participation with boosters and concessions.
- g. **Board Policy Manual Committee – (ad hoc) – Justina Nadolson**—goal to get a draft in by the end of December.
- h. **Head of School Search Committee (ad hoc)**—has met 6 times since the last board meeting. Recommend having a section on GCA's website with updates.

**10. Student Council Presentation** —none tonight.

**11. Faculty Presentation – Melody Cox, Enrollment Director**—shared the enrollment plan packet she developed with Lee Reno and Katrina Faulkner. Call with Rick Newberry on Friday. Excited to involve students. Will also be involved with drama productions, subbing, and chapel. The Board welcomed Melody to GCA.

**12. Administrator Report - Lee Reno – Head of School**

2 Rico teacher copiers, fully own one now, continuing lease arrangement for now with the other copier.

Bus offer of \$5000, declined.

New SHBC/GCA sign on Newark Granville Road. Using A-frame signs out front as much as possible, rotating with other signs on campus.

Nahum Masimer subject of article in paper, GCA was also the subject of an article in Granville magazine.

Re-filing bylaws with the state, \$25. fee, don't have to refile but thinks it's a good idea.

Register every 5 years with state as 501c3, checking deadline date.

Matching STEM gift from family. Planning to start a STEAM club at the elementary level and grow upward from there.

Learning Spectrum no longer serving GCA this year. Currently using Title 2 money to serve elementary students, have 7 HS students without a plan but they can use their John Peterson scholarship funds to hire outside of school, working on way to support them during the school day. Talking with Granville Schools to hopefully get support. Parents are aware.

Distributed Jayme Diener's principal report.

Distributed student focus group results, there was good representation across grades and male/female ratio at the focus group.

Read/distributed the initial security policy for 5SG, may have modifications in the future.

Due to HOS search committee, new hires, and start of school, no progress made on HOS priority list, will have update for October meeting.

Discussed importance of balanced budget in light of 13 fewer students than when budget was passed. 10 new staff this year, 3 new administration.

Enrollment and Marketing directors are working well together.

Reallocation of Yearbook budget.

Athletic budget will break even this year, coaches salaries will be underwritten by the school, not boosters.

Philosophy of Education was shared with teachers.

Wishlist on website, 20 teacher chairs already provided by a parent—thank you!

Lee is thankful to be part of GCA this year.

Don't be ashamed to ask for what we need.

### **13. Old Business**

- a. The amended by-laws were signed by the Secretary of the Corporation and will be filed with the state of Ohio.
- b. Collect Board self-evaluations for 2018-2019 year. All have been received.
- c. Reminder about supporting Boosters to show support for the school.
- d. Reminder about Board financial support by October 2019 board meeting

**14. New Business**—Jason introduced the newest member of the Finance Committee, April Dustheimer. Welcome!

**15. Hearing of guests**—Denise Weaver commented that HS girls at GCA and specifically her daughters have not been treated kindly during dress checks. She is frustrated that 5 weeks until fall formal and they have no guidelines, no consistency in approval/disapproval of dresses. She has seen girls wearing dresses that were not approved for one girl and approved for another. Her daughters feel shamed during the process, and she would like more respect for the girls during the process.

Lee clarified that the student focus group comment was regarding dress code checks, not dress checks.

**16. Meeting Adjournment**

Respectfully submitted,

Julie Dickson