



SCHOOL BOARD MINUTES

Date: February 2, 2021
Time: 6:30 pm – 8:09 pm
Location: Online via ZOOM
Board Secretary: Marilee Silverstein

Next Meeting
April 13, 2021 | 6:30pm
Location/ZOOM - TBA

In Attendance

Allen, Kurt	Guerra, Xochitl	Overstreet, Tammy
Arner, Pam	Hallam, Keith	Richardson, Jeff
Baldwin, Brent	Hudson, Greg	Sandoval, Juan
Blackburn, Steve	Hunt, Barbara	Shrode, Brent
Brennan, Misty	Ketelsen, Dave	Stern, Rick
Crawford, Travis	Kossick, Kevin	Stewart, Chris
Dubs, Nate	Laing, Blake	Van Zyl, Nick
Feliciano, Gamaliel	Lemon, Duane	Verrill, Tom
Flores-Lopez, Brenda	Mihaescu, Doru	Walter, Samantha
Garcia, Danny	Moody, Nora	Weddle, Melissa
	Nash, Chad	West, Kristi

Guests in Attendance

Chester Clark, Executive Secretary, GCC	Angi Howell, Marketing/Recruiting
Teri Greenleaf, 2 nd Grade Teacher	Kircio Mota, Pastor

Worship/Prayer – Kircio Mota

Kircio spoke to us about not giving up, referencing Galatians 6:9, and encouraging us to stay strong until the end, to reap the harvest.

Approval of Agenda/Minutes – Nora Moody

Action requested to approve the agenda and minutes. **Motion Approved.2.2.2021:1**

Teacher Spotlight – Teri Greenleaf & Selena Trott

Teri Greenleaf and Selena Trott shared what it is like to be a teacher during COVID-19. Highlighting some of the positive and challenging aspects as they walked us through a “day-in-the-life” in their classrooms.

Head of School/Strategic Plan Update – Brent Baldwin

Brent conveyed how much time has been spent on COVID and is blessed to have some relief as Summer Biggs has been hired to do the contact tracing. Brent is concerned with the youth suicide rates in our country and worries about CA’s students since so many of the extracurricular activities have been cancelled.

Brent provided an update on the Strategic Plan Goals 2020-21 set forward by the board:

1. Support Administration/Faculty during pandemic – Brent working to make sure the teachers/faculty have what they need to be successful with respect tools, financial resources, etc.
2. Finish Edits Strategic Plan, Board Manual – This is being worked on by the Policy Committee
3. Constituency Meeting/ Constituent Church Process – Policy Committee is working on this currently.
4. Diversity – working with Xochtil to tackle this head on and appreciates all that the conference is doing. It would be good to have teachers that represent CA’s student body and something that he wants to work on.
5. HOS Job description/Evaluation Process and Template
6. Employee Experience
7. Facility Masterplan – Finance has put this on hold but is bringing this back up again.
8. Form Task force for Financial Analysis New Elementary Building

New Board Nominations: Member/Officers – Nora Moody

Marilee will be emailing the church’s pastoral team their current board representatives. Nora encourages the churches to check in with their representatives and when you think about who might be taking on this role. CA’s Board is looking for individuals that are proficient with Finance, Capital Campaigns, Parliamentary procedures, etc. New member and Officer nominations will be taken in April.

Finance Committee – ~~Rick Stern & Steve Blackburn~~ ~~& Rick Stern~~

The main agenda items ~~awere~~ to review the December 2020 Financial Report and proposed 2021-2022 Operating Budget.

Financial Report

- In August, we made budget the adjustments to account for COVID. Our income from operations at December 31, 2020 is just are over 200K. This is less than last year at this time, but ahead of expected budget for this period.~~This is the amount controlled by the principals less expenses.~~
- We are seeing students trickle back in, especially for the second semester. Our combined efforts are to save where we can and we are expecting a positive bottom line at year-end.~~We held off on expenditures, etc. Last year, our income from operations were at 300K so we are doing well.~~
- Our capital expenditures so far are at 60K and last year we were twice that. While we don't expect 100% depreciation funding this year, we do expect to provide some funding despite this COVID-affected year. Depreciation we are funding ____.
- Short term cash flow continues to is improving and the balance sheet and key performance indicators are stable.
- We received the December 2020 year-end Endowment Fund Report: K-12 Endowment has doubled to almost \$250K, the McKee endowment is over \$270K, and the 9-12 Endowment is at almost \$2.41.2M.

2021-22 Budget Highlights

- Tuition increases 3.5% on average
- Almost 75% of our costs are salary/HR-related – total cost of HR will go up by 1.1%. This is a function of a 1.6% NAD COLA and an estimated increase of 2% for education-sponsored employees filtered through the current staffing model.
- CA will still budget for 100% funding of depreciation in 21-22 for transparency. While funding is not expected to reach this goal in the immediate impact of the COVID crisis, all efforts will be to return to this budget/funding model as soon as possible.

Rick emphasized his joy that CA is functioning so well, ~~and~~ that we used ~~the~~ reserves to keep jobs, and the willingness to step out at every level to and make this year a success. Rick provided a building update as the Finance Committee was tasked to look at the financial impact of relocating the elementary building. They had put this on hold during the peak of COVID. They will pick this back up and analyze the cost of staying/moving, etc.

ACTION REQUESTED: Motion to approve the December 31, 2020 financial report and proposed 2021-22 Budget with tuition increase. **Motion Approved. 2.2.2021.2**

Personnel Committee – Misty Brennan

Motion to approve minutes with teacher status recommendations. **Motion Approved.**
2.2.2021.3

Policy Committee – Doru Mihaescu

Doru reported on the constitution review and noted that it was adopted when our school was quite young, members were small and we only had a few constitution churches. How do we govern ourselves going forward? The policy committee has been charged to analyze proposal & constitution changes. Delegates will be voting constituent meeting. Logistically, how will churches join us? Who will have voting rights? Policy didn't finish task but the goal is to have it completed by the end of February. The board will have a chance to critique/bring it to the constituency meeting where we must receive 2/3 majority vote to ratify.

High School Principal Report – Brent Baldwin

Brent presented his report and added that he is concerned about the COVID spread and wondered if we need to close school for a few days.

Middle School Principal Report – Barbara Hunt

Barbara presented her report and highlights the Community Service week that the Middle School did in conjunction with Southern.

Elementary & ECEC Principal Report – Missy Weddle

Missy presented her report and added that she is excited to have students start to trickle back in to school.

Development & Alumni Report – Marilee Silverstein

Marilee presented her report and noted that the High School Endowment Match was a huge success with the match provided by the Georgia-Cumberland Conference, exceeding our 50K initial goal to over 100K. Despite COVID, we have had another outstanding fundraising quarter.

Marketing & Recruiting Board Report – Angi Howell

Angi submitted her report and outlined the re-vamp of CA's Academy Day, COVID-style. Increase in student-shadowing. Excited about the Communique and making the cover. PFE's leadership is going well and they are developing a great relationship.

Home & School – Kristi West

Kristi submitted her report and highlights what H&S has been doing this quarter:

- Amazing results with the can collection, Christmas Shop, AR Treats, Box Tops, Valentine's Day Preparations.
- Grandparent's Day has been cancelled.
- First week of May is Teacher Appreciation.

Prayer/Adjournment– Nora Moody

Prayer was given by Pastor Dave Ketelsen and meeting adjourned at 8:09 pm.