

## ACS Board Meeting Minutes

July 15, 2019

Board Members: Josh Greer, Dino Ward, Adam Cormican, Nick Smith, Dan Bessert

Interested Parties: Amy Furrey, Kathy Greer, Kelley Bergman

- General Session Opening
  - Opening Prayer: DB
  - Secretary's Report:
    - Executive session correction
    - Motion to approve: DB
      - Second: DW
      - Approved
  - Treasurer's Report - DW
    - Corrections:
      - Reimbursements
        - Cancelled check resolution
    - Fraud filings
      - Added \$179 to account
      - Still needs to be removed from new card: \$436.34
      - Money not being reimbursed directly.
        - Being shown as credit on the card.
        - JG: Does not seem right
        - NS: Hard to reconcile
        - JG: Asked what the card is used for
          - Kelley B: Will be used for books this summer. Should use entire credit.
    - Payroll down due to summer schedule
      - Tuition coming in for September
        - JG: Appears to be low
        - KG: Money still coming in
    - Yearbook
      - A bill came in late.
    - Operating balance
      - AC: Asking what normal operating balance usually is.
      - DW: Lowest in August last year
        - Estimated around \$30,000 last summer
    - Motion to approve:
      - DB
      - Second: NS
      - Approved.
  - Principal's report - AF

- Need teachers
  - Spanish 1-2
    - Possible option, but not ideal
    - Has contacted local Spanish churches but has not ben returned
  - Dr (Mr) Ehlert will not be able to teach next year
    - Possible option to replace: Ashley (soccer coach)
  - Maplewood switched phones to Magic Jack.
    - No phone in office or kitchen
    - Concerned about safety at the CEL
      - JG: Recommends a walky-talky
  - Parent Points: (KG)
    - Wanting to add a new job
      - Community Missions Coordinator
      - We aren't doing things in missions
      - Would like to add a position for local community functions.
      - Would like to involve the entire school.
      - NS: Mentions United Way Day of Caring
        - ACS could be a team.
        - Kelley B: In September and may be too late.
          - Waivers have to be signed.
    - Open points to parents on August 1
      - NS: Would like to see the job descriptions.
  - School Attendance
    - Has been undocumented rule that Seniors need to be on site 60% of the time.
      - Not documented in a policy.
      - Would like to add it as a bullet point to the policy if it is to be enforced.
      - Kelley: Recalls a situation where a student wanted to do all dual credit.
        - JG: Is administration concerned with this now?
          - Admin: Students have classes on site that are required (Heath, etc.)
        - DW: Does dual credit have to approved by school
          - KG: Does not have to be approved but ACS must be aware. Try to make sure it will satisfy credits for graduation.
      - Kelley: Gave example of other institution requiring student to be on campus to play sports.
      - AC: Think there is value in Seniors being on site
      - NS: Does this impact A+

- KG: Would have to be here a “full day” to receive attendance credit.
          - Would need to define what a full day is.
        - Follow up from Debbie Church (via text)
          - Felt that it was required to be here 60% to be full time student or would be course select.
          - AC: Feels we can table for now as it has been assumed for several years.
          - KG: Feels it would be an isolated case. Question came up due to some recent CTC requirements.
            - Should we make a student stay and take multiple study hall classes just to honor the unwritten rule.
          - AC: Feels the attendance information relating to A+ may be the stickiest of issues.
        - Teacher pictures on website
          - AF: Is there any concern with putting teachers’ pictures on the website
            - NS: If a teacher has objections, we should honor it
- Board Oversight
  - Student Council - DW
    - Students going to OK for mission trip
  - Seniors - AC
    - Left for trip today.
  - 8<sup>th</sup> Grade Trip
    - Leave on 31<sup>st</sup>
  - Athletics
    - AF: Meet on Saturday
      - Disposing of old jerseys
    - AF: Will be doing elections
  - Academic meeting
    - Kelley: Meeting at the end of the month
    - AC: How many people on academic committee
      - Kelley: 8 (includes 2 new members)
        - Not all active at all meetings.
- Old Business
  - Policy 9010 (late fees)
    - Put on the google doc page as a rough document
      - Expected revisions
    - JG: numbers lined up with the verbiage in the minutes.
    - DW: Questioning if a student is not allowed be allowed to return. When would that apply?
      - AC: Would be up to the board.

- DW: Concerned waiting on a board meeting could delay their return.
- AC: Should have already met with the board at this point.
- NS: Recommends adding “paid in full or payment plan is agreed to”.
  - Decided not to add.
- AF: Asking if a student was not allowed to return (delayed return) should grade and homework be kept.
  - NS: Does not feel we should decide that in the policy. Office should continue existing process. Board will decide on fate and future actions.
- DW: Recommends we do not let people know before the 10<sup>th</sup> that tuition is due. Rather we let them know after when it is late.
- Motion to approve as discussed
  - NS
  - Second: DB
  - Approved
- New Business
  - Budget discussion
    - AC: Would like to talk about the budget in kickoff.
    - AC: Appears we have a red budget as students are lower than what was budgeted.
    - Items changed
      - Lowered K-grad to \$50
      - Lowered office supplies
        - Possibly from \$1600 to \$1200
      - Lower phone to actual
    - AC: Would like to see our projected income to expenses
      - Are we planning on a budget in the red or using money in the bank to cover overage?
        - Ultimately, will come from bank balance.
    - AC: Do we report a budget shortfall in kickoff?
      - KG: Yes, there is value in reporting this.
    - AF: What about the people asking why we don’t use the money in the bank instead of raising tuition.
      - AC: Does not feel we can properly explain to people that we have to have a balance to operate if they do not already understand.
    - AF/KG: Plans in place to attempt to reduce office expense
      - KG: Feels \$1200 is too high.
    - NS: The big picture is the line item for teacher wages.
    - NS: Feels the discussion at kickoff should be based on the approved budget but to also highlight the actual.

- Open Discussion
  - Reimbursement Explanation: DW
    - Refrigerator repair from family club.
    - Cancelled check reconciliation.
- Officer Elections
  - AC: If nominated, will continue to serve as president.
  - AC: Discussions on Secretary or Treasurer
    - AC: Asking JG if this will be last year
      - JG: Will continue until God releases me from the position.
    - No discussion for treasurer
    - AC: With no discussion of other positions, assuming the current positions will stand as currently occupied.
      - NS: Asking about commitment of treasurer position
        - DW: Most active in the Spring.
        - DW: Estimates 10 hours a month.
        - KG: Is there a way to refine the process to speed up much of these problems?
        - KG: Could have office secretary enter data into QuickBooks.
      - Discussion on having to come to the school to write checks.
        - AF: Items could be sent home with student.
        - Kelley B: Most people don't expect fast turnaround on checks.
    - Motion: to maintain existing officers with the knowledge to find replacement for DW before January
      - NS
      - Second: DB
      - Approved
- Prayer for School and Families -AC
  - Isaac Greer (basic training)
  - Senior and 8<sup>th</sup> grade trips
  - Ehlert
  - Furrey family pet
  - Jennifer Bessert father
  - Conroy family
  - Bergman daughter in law Mission trip
  - StuCo Mission trip
  - Bessert church mission trip South Dakota
  - Jennifer Bessert dental
- Next Meeting:
  - 8/13/19 @ 6:30 PM
- Motion to Adjourn
  - NS
  - Second: DB

- Approved