

Christ Classical Academy, Inc.

Minutes of 02-04-2016 Board Meeting at CCA

Attended: Moore (Chair), Yang, Healy, Peacock, Gilbert, Osterhaus.

Also Present: Head of School Amy Hines (via videoconference), Hope Carrasquilla, as Faculty Representative.

Not able to attend: Paul Shackelford

A quorum being present to a properly called meeting, the Chair opened the meeting at 6:40 a.m. by asking for a word of prayer from Paul Gilbert. The meeting proceeded generally according to the previously circulated agenda and other materials provided both at and before the meeting (see separate attachments).

Old Business:

(1) Minutes of Board meetings occurring after September 1, 2015 had been circulated but needed final approval before posting to the school's website. David Healy would consult with Paul Shackelford to obtain copies of the minutes and then circulate them for approval via email before the next meeting.

(2) Regarding the continuing effort to recruit new members to the Board, the existing board members via a vote taken by email since the last meeting approved the application of Lee Smith to fill a new seat on the board.

There being no further old business, the meeting proceeded to –

New Business:

(3) Board Member Recruitment. Paul Gilbert provided a general discussion regarding efforts to identify or recruit new board members. Several names of potential board members were mentioned to be contacted and determine interest. The Head of School suggested that the Board consider an amendment to the current bylaws, namely Art. X(F)(3) that would eliminate the requirement that a members of the Board not be closely related to a member of CCA staff. David Healy would draft a proposed amendment for consideration at the next meeting.

(4) Financial and Property Matters.

(a) The Board received and reviewed financial reports provided by Paul Shackelford, who generally noted that anticipated revenues were sufficient to maintain current operations through the end of the current academic year.

(b) The Board had a general discussion related to the issue of designated giving or “earmarks” at various fundraisers, including Grand Buddies Day and, in particular, the administrative and potential legal challenges that such designated giving present. The sense of the Board was that the Head of School for fundraising events next year should suggest potential categories for focused giving so as to continue to encourage donors who may have particular objectives in their giving preferences, while also encouraging such donors to avoid overly specific gifts.

(c) There was a general discussion regarding the advisability of recruiting a development programmer who could assist with fundraising tasks and also to meet with parents regarding their expectations and concerns, if any. Three names for the potential position were discussed, with the Chair stating that he would contact the candidates to gauge interest.

(d) The Board discussed potential ways to encourage families to be more prompt and regular in their payment of tuition and fees.

(e) The Head of School gave a brief report regarding issues associated with the fulfillment of volunteer hour commitments.

(f) Regarding aftercare charges, the Chair noted a concern regarding CCA charging for such care for siblings of students, particularly high schools students, who were required to attend CCA programs after the end of regular school hours. He suggested that the Head of School explore whether it would be administratively feasible to waive such charges.

(g) Jerry Peacock reported that lease negotiations are nearing completion for the Tallahassee heights location and that the school was awaiting a lease amendment from the Church of the Nazarene.

5. Head of School Report.

(a) The Board received the Head of School’s January report.

(b) There was a general discussion regarding any faculty issues and concerns.

The meeting concluded at 7:50 a.m.

Attest:   
David Healy, Secretary

*March 5*  
Date: ~~February~~, 2016

Approved: 03/03, 2016