

Christ Classical Academy Board of Directors Meeting Minutes

Meeting at Christ Classical Academy

February 9, 2024

Attendance: [REDACTED]
[REDACTED]
[REDACTED]

Attended via Teleconference: N/A

Absent: N/A

Call to Order: The meeting was called to order and opened with prayer by [REDACTED].

Agenda Items:

1) **Old Business**

- a) The Board approved the December 8, 2023 board meeting minutes.
- b) [REDACTED] is working with staff to make past Board meeting minutes available on the school's website.

2) **Finance Update**

- a) [REDACTED] reviewed the updated Strategic Financial Plan. The Board recommended updating the 'Facilities' expense line item for increased rent for a temporary 2nd location & future debt service. Board would also like to see a metric of student to administration / faculty ratio. **The Board approved the annual updated Strategic Financial Plan with recommended updates.**
- b) [REDACTED] reviewed the Budget to Actual Report (July – December 2023) and provided explanation for material overages. [REDACTED] also reviewed the new Cash Flow Report and explained that the current report is showing a negative position through the projected period (March) because the report does not reflect Step Up funding that was just received yesterday (2/8). With the Q3 Step Up Payment, we will be in a positive position through March.

3) **Administrator's Update**

- a) [REDACTED] reviewed the proposed calendar for the 2024 – 2025 school year. The Board recommended identifying potential "flexible" holidays to plan for possible weather days. **The Board approved the 2024 – 2025 calendar with the discussed edits.**
- b) The Board expressed concern with the number of logic school students, particularly students that entered the school in a later grade, who withdrew or are on academic probation. The Board has repeatedly asked administration to develop a formal onboarding program for students entering the school in a later grade to help them be successful. This will be a key factor to growing the school and particularly the success of the high school.

Action Item: Administration needs to develop a formal onboarding program for new students entering the school.

- c) Disciplinary Update - ██████ reviewed the students on disciplinary probation. The Board reminded ██████ to bring any recommendations for expulsion to the Board. The Board also encouraged administration to continue to formalize and enhance the disciplinary policy, including complete documentation of the history of disciplinary issues / events.
 - d) Admissions Update – ██████ reviewed the current status of enrollment for the 2024 / 2025 school year.
 - e) Facilities Update – ██████ discussed one of the future facilities options being considered, a partnership with St. Peter’s and the parcel of undeveloped property the church currently owns. This will be an agenda item for the April Board meeting. The Board will still need to make a “go / no go” decision on the Wildwood facilities option in April / May.
- 4) **BSEC Update**
- a) ██████ reviewed the proposed agenda for the planned Board retreat in May as well as the list of possible Board member candidates, including those to invite to the retreat.
 - b) The Board recommended making some adjustments to the Board retreat agenda, including extending the agenda to a full day.

The next Board meeting is Wednesday, April 3 at 3:30pm at CCA.

Meeting adjourned.

Minutes: ██████████, Secretary