

MCA Board Meeting Minutes

April 3, 2018

Board Members Present: John Ward, John Dowden, Debbie Moore,
Sarah Mandabach, Rick Brewer (Non-Voting)

- I. Call To Order - Debbie calls meeting to order @ 8:15 am. Confirmation of Quorum.
- II. Devotions/Prayer - John Ward
- III. Approval of Agenda - Debbie moves to approve; unanimous approval.
- IV. Minutes Of Prior Meeting - Debbie moves to approve; unanimous approval.
- V. School Reports
 - A. Dean of Students Report - Matt sent his report to Rick & Rick read it to us. Rick will be asking the 3 students who cause continuous trouble to not return.
 - B. HOS Report - Enrollment currently at 222.
 1. Letters of intent went out on April 2nd and are due back in 2 weeks.
- VI. Fiduciary (John Dowden, Sarah Mandabach)
 - A. Financials - Cash flow projection sent electronically. Budget shortage: \$100,000 accounts payable & \$40,000 accounts receivable.
 - B. Cash Flow Projection - John & Sarah to update projection thru to October to calculate the amount of loan needed. There hasn't ever been this much of a cash shortage.
 1. The board indicated to Rick that the shortage was due to the excessive amount of staff this school year compared to years past. Talked about Mr. Lawson being a staff member that could be removed. Rick stated that he thinks we should utilize his versatility.
 2. Melissa expecting \$20,000 in fees in June based on 200 students.
 3. Debbie requested we bill the book fees for voucher students as we do full pay students. ½ in June & ½ in January.
 4. Debbie questioned why the Utilities were higher in May on the projection. Sarah stated that the amount was based on the last two years of Utilities in May.
- VII. Committee Reports
 - A. Governance (Debbie, John)
 - i. New policy addressing financial aid.

1. Staff to get 50% off remaining tuition balance.
Example: 50% voucher, 50% remaining – 25% of that 50% is owed by the family. Rick to check with Zach regarding the Staff – Balance Due Policy.
2. Work credit for financial aid – cleaning, grounds work, lunch & recess monitoring, etc. The board gave Rick the task of contacting other schools and finding out how their programs work. Debbie requested Rick's plan by the end of April.
3. Look at setting a cap on voucher students. Not to exceed the current 62%. Any new students must be equal parts voucher & full pay for new enrollees.

ii. Audit Report - Rick didn't really have anything to say regarding report.

B. Facilities (Adam)

- i. Rick checking with local flooring company that we have used in the past regarding updating the bathroom floors.
- ii. Safety Grant - Rick to sign. Probably won't use it but board requests that he sign it anyway.

C. Curriculum/Technology - Nothing at this time.

D. Marketing (John Ward, Adam Varnell)

- i. Fundraising plan - Golf outing. Will discuss on a later date as Adam was unable to attend meeting.

VIII. Prayer and Adjourn