

**DENVER CHRISTIAN SCHOOL**  
**Society Meeting Agenda**  
**June 26, 2017**  
**7:00 PM – Academic Commons**

Cal welcomed the attendees and said he appreciated such a good turnout. (There were 14 society members in attendance.)

I. **Devotions:** *Todd Lanting, CEO*

Called for a motion, unanimous vote to vote in the minutes

II. **Summary of DCS Operations:** *Todd Lanting, CEO*

TODD:

In summary/highlights:

- Admissions – 14% growth against the 1% national average
- Next year, additional 10 %
- Speaking to 552 students
- If demographics hold from last year at this time, projecting 512 kids enrolled
- Keep Carrie Johnson in your prayers
- Remember yourselves to spread the word about tuition reduction program
- Anyone you refer, money off your tuition
- Academically this past year, Extend program (extras eyes & ears in classroom in addition to the main or homeroom teacher), 2 years ago we have 4 extend kids, last year doubled that number, this year coming up 15-16 Extend kids
- Expansion of Extend in the next school year, a program with prayer & intention we feel could be an exemplary program to emulate by schools around the world
- Extend 'Extend' to be the extra eyes for ALL DC students, really differentiate & meet each child WHERE THEY ARE
- Provide greater coordination year to year & grade to grade
- Faith formation – last year, LOVE GOD, LOVE OTHERS
- Service projects

- Faith families successful – kids of different ages
- Center emphasis theme this coming year: will be defining that theme more this summer with teachers
- Investing more time in our weekly chapels
- 7,272 hours of volunteer service under Debra Adair's service, thank you Debra, 143 total volunteers
- Debra has been fantastic in transitioning that program to Liz Lennette
- We can look forward to seeing Debra helping with auction
- LET YOUR LIGHT SHINE
- Next year officially opening track
- Next year we'll have another grand opening of track b/c weren't able to use it as much this year b/c of scheduling with CHSSA
- Jennifer – next teachers, expansion of drama for middle school kids
- Business Office – Brant will highlight that, one of many things accomplished, we're going to finish in the BLACK, applause please
- Thank you to Brant, you've been instrumental
- A whole new accounting system – putting us in great financial sustainability
- A lot of HR activities needed to be in place – this fall we'll have a new employee & faculty, faculty core comp, student core comp, all around a staff review procedure
- Back to school day Aug 21 – combining many things that were spread out & now all on Aug 21
- There is a solar eclipse that day – 11:47 am kids will go out with glasses, what a way to open school
- Auction from a business standpoint, set a record re: how much we've been able to collect two consecutive years
- \$250K for loyalty drive is in hand NOW vs. years past
- Communications-wise: the first alumni magazine will be coming out in November as we continue to do the much needed work to reconnect with DC's amazing alumni
- Community: Very grateful to parents association, new milestones re: participants, as far as development
- \$300K in new money given
- \$74K we netted from field event
- You will see a new look to the capital campaign, may not even call it the cap campaign. Donor focused so people will be able to give meaningfully with a list of things people can give to, everything from debt of the school to

replacing the 70's carpet in the dining hall upstairs, more furniture & everything in between.

- Grateful for work God has done to bind together & build staff relationships. Build between staff & leadership, this board & Todd. Greater unity & grateful for it.

### III. **DCS Staff Recognitions:** *Todd Lanting, CEO*

TODD:

- Each year DC recognizes staff in 5 year increments of service
- Dave Byma, Ben DenNooy, Steve K, Sandi P – 5 years
- James Timmer – 10
- Kim Vogel -25 years
- Tim Ziestse – 30 years
- Rich Schemper – 42 years of service
- Chuck Artsma –battling cancer, taken a dire turn, in his last days, just today asked that we would share that with the community. Worked for DC doing anything for 31 years with humility & a servant's heart unlike anything I've ever seen.
- Resolution asked for from DC Board: Thanking him for years of Christ =like service.
- Voted, Debbie 1st motion, several had 2<sup>nd</sup> motion

### IV. **Presentation of Christy Bol and Richard Everett to DCS Society for Ratification to Become Board of Trustees Members:** *Board of Trustees*

CAL:

- Thank you to Trevor & Christian for all they've done on the board
- Thank you Trevor for being president & Christian for all of the financial help
- New Board members introducer, Rich Everett in attendance & Christy Bol out of town
- Made introductions of Rich & Christy & read their bio's
- Society didn't have questions, vote was unanimous

### V. **Presentation of the 2017-2018 Budget for Approval by the DCS Society:** *Brant Epperhart, CFO*

## BRANT:

- GOING THROUGH HIGHLIGHTS OF BUDGET
- Explained different columns
- Talked about where we ended the year
- There's 552 students in process, we know based on data tracking that we fully expect to get to 512 students or more
- Excited to say after flat two years, we bumped 14% last year & double digit in upcoming year
- Thank you to society & that's a group effort with God
- Punchline: net deficit: we do have in column B an expected net surplus of \$15K
- Every year we do an audit, last year EKS&H did a deep dive audit & set it up for good audits in future years
- New Accounting system, antiquated so now we're basically after 3 years starting over with a new system & we're here!
- July 1 moving to new account system – very exciting for those of us who like accounting
- Reports that are available to all depts. of the school – decentralizing out of my office & putting budgets with different offices & they can be a part of it & support the Principals, I don't need to approve every single purchase b/c they know their budgets
- First public roll out of that.
- Project a very healthy surplus & landing with a small surplus
- we've been able to reinvest in the school
- in column re: upcoming year, the two I want to bring out: Loyalty drive: \$250K – we need to make sure we have it before we spend it, raised the \$ in one year & rolled out from an escrow account for upcoming year
- Releases us from restrictions – 100K – foundation is willing to make that investment back into the school
- They're seeing the excitement of the school & want to invest for programs in the school
- Expense accounts- personnel lines
- We continue to be a heavy payroll cost school, almost 80% of budget in payroll, want to make sure we take care of our teachers, 2.5% increase/raises for teachers, want to continue to do that
- Direct expenses: number small there, a firm expectation that will go quickly over the next few years

- As we get to 600 in enrollment, that changes things in the school & we can right some salaries, did a deep dive in the audit & there are some jumps in certain areas
- Some is true programmatic growth & other is just moving it now to the right categories
- Question from society: line item for extend for teachers is righting the amount
- Question from society: moving para costs, not a reduction in number of paras
- Hired more people this year
- How much of this year's tuition looks to be uncollectable? Still working with a few families, high expectation those families will pay, optimistic, some hardships
- Less than \$25K not paid, less than 1%
- Question from society: What has it been in the past?
- Depends on the year
- Everyone is going through FACTS
- One central way to sync with new accounting system & nothing will sneak up on us
- Christian: years ago 1 million in uncollected AR. Since Brant has taken over it's been less than 3%, then less than 1%.
- Question from society: Where is bad debt line?
- Brant: \$6K or less in the budget because I really believe that will be the number.
- Question for society: Change to volunteer program not coordinator in budget – Debra Adair said this b/c she didn't get paid & that should be clarified
- Marketing budget – look closely at what's working what's not working, marketing from operations & will continue to grow
- Operations – much bigger number then for facilities, don't allow this campus to slip & slide, taking good care of the grounds/buildings
- Property replacement, technology, also \$ to foundation, 10k investment back into foundation, expecting that number to grow rapidly, active endowment & there's been several gifts to endowment
- Operations needs to give back to that in a serious way to help more families
- Debra Adair's husband: Capital campaign – how does it work now?
- Todd: Cap campaign was held very separate from loyalty drive, given god's gift of that great financing we want to double down to make our product as best it can be, even greater than 90% retention than we've had
- We want to pay down that debt, but it will be one line item moving forward

- Shift – cap campaign about debt, facility, fields, it will be one line item to choose from for donors
- Silver State Baptist closed –their students were offered half price tuition?
- But will not continue coming up
- They were given the opportunity to pay what they paid at Silver State, made up with scholarship.
- That was one time deal & that was up front with them.
- Todd: Gained 12 students & they will all pay full tuition in the upcoming year
- Cal: We present the budget to the society. Are there any other questions? All in favor – unanimous in FAVOR. Budget is approved.

Society question: Who is Chuck?

- Brant: Backbone to operations of DCS, IT, Facility, Door access
- Clean up, throw up in partnership with principals & teachers
- Singlehandedly moved us into this new facility
- HvAC
- Contracts
- DC gradate

VI. **DCS Society Member Questions** (*No questions were submitted in advance, but any DCS Society Member are invited to ask questions at this time*)

Motion to adourn

First, Michael, didn't see second

VII. **Closing Prayer & Adjournment:** *Calvin Van Heukelem, President, Board of Trustees*