



TPCA BOARD OF DIRECTORS

*TPCA exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and **transformed life** in Jesus Christ.*

DATE: APRIL 21, 2011

LOCATION: TPCA

START TIME: 6:00 PM

Open Session Agenda

Welcome & Agenda Review- Tim George

Devotion – Dan Brownlee

Academic Staff Report – Tammy Veselsky, Shane Schaffer, William Lance15 Mins

External Relations Report – Toni Kanzler15 Mins

Finance Committee Report – Dave Gatman15 Mins

PTF Officers Slate – Tracy Dull 15 Mins

Board Minutes; Open Session – Doug Felton 5 Mins

Comments – Visitors15 Mins

Adjourn Open Session

Item Requiring Board Action

Attachments

STAFF REPORT – ACADEMICS	2
Early Childhood – Mrs. Tammy Veselsky	2
Elementary School- Mr. Shane Schaffer.....	2
Secondary School – Mr. William Lance	2
EXTERNAL RELATIONS.....	3
Admissions:	3
Retention:	3
Marketing & Promotion:.....	4
FINANCE & OPERATIONS – MR. DAVE GATMAN.....	4
Income Statement – YTD ending March 31, 2011	5
Balance Sheet – March 31, 2011	6
Upcoming Academy events:	6
CALENDAR OF BOARD MEETINGS FOR 2010-2011	7
BOARD MINUTES, OPEN SESSION – MARCH 17, 2011	7
Board Members Present:	7
Ex-Officio Members Present:	7
Minutes:.....	7



TPCA BOARD OF DIRECTORS

*TPCA exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and **transformed life** in Jesus Christ.*

Staff Report – Academics

Early Childhood – Mrs. Tammy Veselsky

The EC students are excited about spring and the many events planned for EC. The threes and threes plus classes celebrated Grandparents' Day with over 70 guests that attended classes with the preschoolers on three different days. The grandparents were very appreciative of the time spent with their grandchildren.

Preparations are being made for the 'Great Shake Out' to take place. The 'Great Shake Out' is an earthquake preparedness drill that TPCA will take part in on April 19 at 10:15 AM. TPCA will join many other schools and businesses from across the United States in this drill. The basic idea behind the drill is three easy steps; drop (to the ground), cover (seek cover under desk or furniture), and hold on (to something stable close to you). The Shake Out website also has many ideas that staff can use in their classrooms to prepare for this day.

Six EC teachers were able to attend the Indiana Association for the Education of Young Children Convention that was held downtown Indianapolis in early April. The staff was appreciative of the time spent at the convention and will present ideas that were gleaned during the next two EC staff meetings.

Elementary School- Mr. Shane Schaffer

The ACSI Speech Meet was held at Kingsway Christian School in Avon, IN on Friday, April 8, 2011. The hard work from the various students competing, their parents, and the staff that helped is greatly appreciated. Our students represented TPCA well by receiving numerous outstanding scores from the event.

We are up-to-date on our fire, severe weather and lockdown drills for the 2010-2011 school year. We will also participate in the largest earthquake drill in the Midwest on Tuesday, April 19 (referenced in the EC report).

In lieu of the professional development day that we lost due to making up one of the snow days, our own staff will present what they gained from conferences attended during this year. The professional development topics will cover the following areas:

- Discipline with Dignity
- HASTI – Science
- Creating Video
- NCTM – Math
- Teaching students with Autism Disorders
- Catching Up or Leading the Way – Foreign Languages

Mr. Lance and Mr. Schaffer are working towards creative ways to provide professional development in 2011-2012.

The students in grades Kindergarten-8th have been working hard on NWEA testing. TPCA should receive the results before May 1. The teachers will then be able to use the remaining weeks to help any students in the subject areas that most need improvement.

We are currently celebrating Spiritual Emphasis and Holy Week. TPCA staff and students are preparing for Maundy Thursday, Good Friday, and the spring program (May 9). Some important dates to note are May 31 (Kindergarten Closing) and June 1 (last day of school for grades kdg.-7th). We are tentatively planning a Field Day on June 1 in the afternoon.

Secondary School – Mr. William Lance

Academics



TPCA BOARD OF DIRECTORS

*TPCA exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and **transformed life** in Jesus Christ.*

Mrs. Harris, TPCA guidance counselor, has worked with the teaching staff and a committee comprised of administration, coaches and community members to select this year nominees for the Academy's chapter of the National Junior Honor Society.

The secondary staff has worked to organize study tables, for students struggling academically, on Tuesday and Thursday afternoons from 3:34-4:15.

The secondary staff continues to attend professional development conferences. The Math task force attended the National Council of Teachers of Mathematics conference in Indianapolis. Five of the secondary teachers have enrolled to attend Advanced Placement courses this summer.

Teachers are preparing the Junior class to take the AP tests in Spanish and World History and the Algebra I and Biology students to take the End of Course Exam.

Athletics

Luka Zivkovic signed his letter of intent to attend Fordham University and Alex Olah committed verbally to play basketball at Northwestern University.

Thirty-one middle school students are running track and twenty-nine students are playing tennis. Mrs. Berens is already working on the 2011-2012 athletics schedule for fall and winter sports.

Special Events

Mr. Lance has begun meeting with several 8th grade parents to plan the 8th grade graduation. This year's ceremony will be held in the main sanctuary at Traders Point Christian Church followed by a reception in the cafeteria at the Academy. We have sent a save the date for May 20th to all of the high school families for our first annual High School Honor Night. This will include recognizing our two seniors who will have completed their high school requirements.

External Relations

Admissions:

As of Friday, April 8, 531 students have been enrolled for the 2011-2012 school year, compared to 493 in the prior year – an 8% increase. We are approximately 20 current students and 20 new students ahead of last year. We have met 99% of our returning student goal of 439, and 76% of our new student goal of 134. We continue to talk with non-registered current families and meet with prospective families every week. The tuition assistance applications and awards process is going smoothly, with most families accepting their first award; new applications for assistance are reviewed every 1-2 weeks and are being received from both current and new families.

Retention:

Retention of currently enrolled students is at 77%, compared to 69% at 4/16/11. Final retention rates are projected to be approximately 81% overall, compared to 70% for the current year. Note that retention in most grades is higher than the overall total. Retention for students entering KG and 9th has typically been 50% or less, however these two areas have both improved this year. Please refer to the following chart. Note that all of the EC classes, other than those entering KG, had retention rates of 87% or 88%. High school students are still returning registrations; we anticipate 80% of students entering grades 10 – 12 will return for 2011-2012.



TPCA BOARD OF DIRECTORS

*TPCA exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and **transformed life** in Jesus Christ.*

Grade/Division	Retention @ 4/2011	Retention @ 4/2010
Early Childhood	70%	68%
4s/4+ (entering KG)	51%	43%
Elementary (entering 1 st – 5 th)	87%	76%
6 th grade (entering 7 th)	80%	78%
7 th grade (entering 8 th)	93%	69%
8 th grade (entering 9 th)	33%	21%
Middle School overall (including 8 th to 9 th)	70%	57%
High School	56%	50%

Marketing & Promotion:

We are meeting with a representative of the Zionville Lions Club to explore promotional opportunities through Lions Club events during the 2011-2012 year. We have registered to host a booth at the 2011 Indianapolis Home School convention in early June, to promote our part-time student opportunities. Mr. Lance and Mrs. Kanzler are developing our international student recruiting relationships for European, Chinese and South Korean students and will be working with a new agency, Capstone, in this regard. We have purchased an ad in the 2011 Indianapolis Monthly City Guide and are developing marketing strategies for 2011-2012. Mrs. Kanzler is also making plans for expanding the TPCA website to incorporate video and sub-site capabilities for areas of interest such as Athletics and International programs. Mrs. Kanzler is also working with expert volunteers in producing a steady stream of press releases and media contacts to maximize free publicity opportunities. Area publications have been very eager to publish information about TPCA.

Finance & Operations – Mr. Dave Gatman

Payables in March returned to normal levels as they declined approximately \$60,000 due to a timing difference at the end of February. Bills are being paid on time and we remain current with our vendors.

Receivable balances also declined by approximately \$17,000 due to the collection of middle school trip fees in March. Interest expense continues to run high; this is primarily due to the interest rate swap expense.

Tuition and fees was slightly higher in March due in large part collection of 8th grade trip fees. Tuition deposits for the 2011-2012 school year remain slightly ahead of plan through March. Donations for March were on plan. March also marked the first month TPCC's matching gift was received for February donations. Over \$22,000 was raised for Building Foundations in February, and TPCC provided a matching gift of \$11,000 to TPCA in March!

Management is exploring options to add up to six classrooms for next school year. An ongoing evaluation of each bid is being performed by management to ensure the Academy's space needs are adequately addressed. Quotes from several contractors are being solicited and evaluated as they are received.



TPCA BOARD OF DIRECTORS

*TPCA exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and **transformed life** in Jesus Christ.*

Income Statement - YTD ending March 31, 2011

	Actual for the YTD ending 3/31/2011	YTD Budget	Variance from YTD Budget	Annual Budget
Revenues				
Tuition and Fees	\$2,685,744	\$2,605,200	\$80,544	\$3,256,500
Food Service	\$87,894	\$87,400	\$494	\$113,000
Extension Programs	\$71,410	\$81,890	(\$10,480)	\$142,800
Financial Aid	(\$558,620)	(\$547,620)	(\$11,000)	(\$694,025)
Contributions	\$268,340	\$213,333	\$55,007	\$320,000
Rental Income	\$4,010	\$2,667	\$1,343	\$4,000
Other Income	\$52,974	\$42,867	\$10,108	\$73,700
Total Revenues	\$2,611,752	\$2,485,737	\$126,016	\$3,215,975
Transfers				
Annual Giving Transfer	\$0	\$0	\$0	\$0
Satisfaction of Restrictions	\$0	\$0	\$0	\$0
Transfers	\$76,773	\$45,000	\$31,773	\$55,000
Total Transfers	\$76,773	\$45,000	\$31,773	\$55,000
Total Revenue and Transfers	\$2,688,525	\$2,530,737	\$157,789	\$3,270,975
Expenses				
Salaries	\$1,213,203	\$1,210,953	\$2,250	\$1,782,463
Payroll Taxes	\$77,496	\$89,835	(\$12,339)	\$134,752
Health Insurance	\$96,029	\$88,177	\$7,852	\$132,265
Other Benefits	\$44,697	\$35,000	\$9,698	\$52,500
Professional Development	\$2,278	\$7,600	(\$5,322)	\$9,500
Equipment	\$47,659	\$41,440	\$6,219	\$60,000
Supplies	\$69,750	\$72,973	(\$3,224)	\$90,150
Utilities	\$87,082	\$102,408	(\$15,326)	\$147,344
Maintenance	\$15,919	\$23,000	(\$7,081)	\$33,200
Insurance	\$16,083	\$15,333	\$750	\$23,000
Professional Services	\$126,428	\$110,968	\$15,461	\$148,089
Food Service	\$75,980	\$66,200	\$9,780	\$81,500
Interest Expense	\$223,102	\$174,145	\$48,957	\$261,217
Bad Debt Expense	\$88	\$3,000	(\$2,912)	\$4,500
Academic Support & Special	\$86,614	\$92,167	(\$5,553)	\$103,550
Travel & Meals	\$1,441	\$1,233	\$208	\$2,250
Printing & Publications	\$5,032	\$10,167	(\$5,135)	\$11,000
Memberships/Dues/Subscript	\$14,595	\$12,667	\$1,928	\$13,750
Marketing/Recruitment/Public	\$8,832	\$7,500	\$1,332	\$10,000
Other Expenses	\$17,661	\$15,933	\$1,728	\$23,000
Total Expenses	\$2,229,968	\$2,180,698	\$49,270	\$3,124,030
NET SURPLUS/(DEFICIT)	\$458,557	\$350,038	\$108,519	\$146,945



TPCA BOARD OF DIRECTORS

TPCA exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and **transformed life** in Jesus Christ.

Balance Sheet - March 31, 2011

	Operations	Restricted	PTF	Building	Total	July 31, 2010
Assets						
Cash	\$ 9,230	\$ 684	\$ 47,161	\$ -	\$ 57,075	\$ 77,560
Tuition receivables	\$ 41,566	\$ -	\$ -	\$ -	\$ 41,566	\$ 45,548
Other receivables	\$ 2,982	\$ -	\$ -	\$ -	\$ 2,982	\$ 45,402
Investments	\$ -	\$ 331,659	\$ -	\$ -	\$ 331,659	\$ 286,878
Pledge receivables	\$ 10,560	\$ 304,079	\$ -	\$ -	\$ 314,639	\$ 338,160
Due to/from accounts	\$ (6,835)	\$ -	\$ 6,835	\$ -	\$ -	\$ -
Other assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fixed assets	\$ -	\$ -	\$ -	\$ 7,296,941	\$ 7,296,941	\$ 7,165,619
Total Assets	\$ 57,503	\$ 636,422	\$ 53,996	\$ 7,296,941	\$ 8,044,862	\$ 7,959,169
Liabilities & Fund Balance						
Liabilities						
Advance deposits & prepaid tuition	\$ 226,987	\$ -	\$ -	\$ -	\$ 226,987	\$ 690,490
Accounts payable & other liabilities	\$ 168,527	\$ 1,500	\$ -	\$ -	\$ 170,027	\$ 77,792
Short-term debt (line of credit)	\$ 74,905	\$ -	\$ -	\$ -	\$ 74,905	\$ -
Long-term debt	\$ -	\$ -	\$ -	\$ 5,681,233	\$ 5,681,233	\$ 5,767,569
Total Liabilities	\$ 470,419	\$ 1,500	\$ -	\$ 5,681,233	\$ 6,153,152	\$ 6,535,852
Total Fund Balance	\$ (412,916)	\$ 634,922	\$ 53,966	\$ 1,615,708	\$ 1,891,680	\$ 1,423,317
Total Liabilities & Fund Balance	\$ 57,503	\$ 636,422	\$ 53,966	\$ 7,296,941	\$ 8,044,832	\$ 7,959,169

Upcoming Academy events:

Upcoming Academy Events - March 14 through April 29

April	20	NJHS Ceremony, 2:30 PM
	21	Maundy Thursday Service
	25-5/4	ISTEP+ testing (grades 3-8)
	29	Fruit of the Spirit Night
May	2	PTF Meeting, 6:30 PM
	3	AP Spanish Exam
	5-6	7th grade to Chicago
	9	K-5 Elementary Spring Program, TPCC
	12	AP World History Exam
	16	Secondary Spring Program, TPCC



TPCA BOARD OF DIRECTORS

TPCA exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and **transformed life** in Jesus Christ.

Calendar of Board meetings for 2010-2011

Following is the schedule for the new school year

Name	08/26/10	09/16/10	10/21/10	11/18/10	12/16/10	01/20/11	02/17/11	03/17/11	04/21/11	05/19/11	06/16/11
Brammer, Howard											
Brownlee, Dan											
Dull, Tracy											
Felton, Doug											
George, Tim											
Grandy, Charlie											
Mixon, Lela											
Pancake, Tony											
Rascoe, Lars											
Shubat, John											
Walker, Kerry											

Board Minutes, Open Session - March 17, 2011

Board Members Present:

Howard Brammer, Dan Brownlee, Tracy Dull, Doug Felton, Charlie Grandy, Tony Pancake, Lars Rascoe and Kerry Walker

Ex-Officio Members Present:

Dave Gatman, William Lance, Toni Kanzler, Shane Schaffer and Tammy Veselsky

Minutes:

Call to Order: The meeting was called to order by the Vice Chairman, Tracy Dull, at 6:07 p.m. with a quorum present.

- A. Welcome: Tracy reviewed the agenda items and welcomed several guests in attendance.
- B. Devotion given by Howard. Kerry was honored for his service as Superintendent.
- C. Academic Staff Report: Board members commented and asked questions about the written staff report. Some of the items discussed included:
 - Mothers Day Out in Early Childhood – Tammy explained that MDO will be offered in the fall of 2011 on Mondays and Wednesdays; class capacity is 8 children; currently one child is enrolled;
 - Shane elaborated on the reference to the conference on teaching skills for autistic disorders in his report. He noted that the school's current enrollment includes about 6 high functioning autistic students and that it's not the school's intent to be prepared to address the needs of all potential students with autism. The purpose of the conference attendance was to better equip our staff to properly address those existing autistic students. The school's admission standards remain data driven.



TPCA BOARD OF DIRECTORS

*TPCA exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and **transformed life** in Jesus Christ.*

- Shane explained the rationale for moving the NWEA testing from May to April was to allow the school more time during the current school year to address student needs identified by NWEA testing.
 - The future of ISTEP testing and the influence of Indiana's Core 40 standards was discussed.
 - Buzz reported on the American Heritage Tour.
- D. External Relations Staff Report: Toni reported that there is currently a waiting list for 6th grade. She also reported updated enrollment numbers of 502, 92 of whom are new to the school. She reported on her recruitment trip to China and explained that the goals of recruiting international students to attend TPCA include: i) helping our student body have a more open mind and to be better informed about cultures of other countries; and, ii) creating an opportunity to share Christ with the international students. The board expressed its appreciation for Toni's efforts in the various Encounter events which have all been well attended and received. Also the board expressed appreciation for the positive response to the Leadership breakfast which was also well attended.
- E. Finance Committee Report: Dave reported on the financial information included in the meeting packet, including the balance sheet and the income statement.
- F. Building Foundations Report: Kerry reported on progress of development efforts, including receipts on the Building Foundations goal since the last board meeting totaled about \$20,000, attracting \$10,000 in TPCC matching gifts.
- G. Board minutes: Tony moved and Howard seconded the approval of the minutes from the February 17, 2011, Open Session as corrected. The motion passed.
- H. Visitor Comments: The Board heard comments from visitors on non-agenda items. Subjects included: Encouragement for Kerry and agreement with the board's recognition of Kerry for his efforts in leading the school in a godly manner; suggestion that the content of the Leadership breakfast be shared in an evening format for those who couldn't attend in the morning; question on classroom expansion for the high school (answer: mobile units at the north end of the middle school wing are the most likely option); the Bump Day concept has been well received by both parents and students; having international students helps our student body to care more about other countries.

Note: Prayer requests and praises have been moved to the beginning of the Executive Session.

Adjournment: The Open Session of the board meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Doug Felton, Acting Secretary