



GRAND RAPIDS ADVENTIST ACADEMY

April 10, 2018

GRAA Constituency Delegates
Constituent Pastors
Constituent Head Elders
Constituent Clerks

Dear Sir or Madam:

This letter is to announce the convening of the Grand Rapids Adventist Academy Constituency Meeting to take place on Monday, May 7, 2018. The meeting will begin at 7:00 p.m. in the GRAA music room.

We would ask that Pastors, Head Elders and Clerks make sure this meeting is announced in your local church bulletins and that the appropriate delegates are informed. Delegates, please bring this packet with you to the meeting.

Included with this letter you will find important items that will be covered at the upcoming meeting. Please look these items over before coming to the meeting. If you wish to have additional information on any of the agenda items, please contact the school. They will direct you to the correct individuals.

Your prayers and your participation in this meeting are both very important to our school and its continued ministry in the lives of our students. Thank you for your dedication to Adventist Christian education and to the growth of our local Academy.

Sincerely,

Pastor Bob Stewart
GRAA Constituency Chairperson



GRAND RAPIDS ADVENTIST ACADEMY

Educating for Life and Eternity

Special Constituency Meeting Agenda

May 7, 2018

1. 7:00 PM - Call to Order
2. Worship
3. November 2017 Constituency Meeting Minutes
4. Principal's Report
5. Financial Report
6. Presentation of 2018-2019 Preliminary Budget
7. Adjourn

GRAND RAPIDS ADVENTIST ACADEMY

Educating for Life and Eternity

Constituency Meeting Minutes, November 6, 2017, 7:00 pm

PRESENT

Pastor Bob Stewart, Constituency Chairperson
Charlotte Green, GRAA Principal

CENTRAL DELEGATES (5):

Paul Adams
Vernon Alger
David Shull
Nobert Kahari
Doug LaFave (Alternate)

MARANATHA SPANISH DELEGATES (5) & PASTOR:

Pastor Leeroy Hernandez
Altagracia Cruz
Menorca Peguero

ROGERS HEIGHTS SPANISH DELEGATES (5) & PASTOR:

Pastor Eric Del Valle
Sarah Perez
Joseph Pichardo

WYOMING DELEGATES (5) & PASTOR:

Pastor Dan Rachor
Yvonne Green
Anca Nickelson
Traci Quick
Larry Nelson

EX-OFFICIO MEMBERS:

Nereida Martinez, School Board Chairperson
Scott Evans, Assistant Chair of Finances
Lynn Snelling, Financial Manager
Ruth Horton, Education Dept. of Lake Union Conference

GUESTS:

Mike Snelling, Billy Whiting, Karen Everett, Derek Green, Tim Rasmussen, Dale Vinton, Eric Velez,
Greg Bevier, Jessica Bevier

Pastor Bob Stewart
Call to Order

7:04 PM

Pastor Bob Stewart

PRAYER

DEVOTION

A devotional talk by Pastor Bob Stewart, Constituency Chairperson

May 2017 Constituency Minutes 17/18 – 1C

MOTION: To approve the May 2017 Constituency Minutes as sent out.

VOTED: To carry the motion

Principal's report as presented by Charlotte Green, Grand Rapids Adventist Academy Principal:

- We started the 94 students, currently at 98 students. Ended last year with 120 students.
Reasons why the numbers are different from last year: Last graduating class was 13 and in coming Kindergarten class is 3. We had 12 students move to different schools due to family situations, financial situations or transportation issues. We have also gained 12 new students to GRAA.
- Successful field trips/events: grandparent's day, STEM at Andrews University, Fall week of Prayer by Dr. Russell from Andrews University, HS leadership students to Lake Union leadership camp at Au Sable, LIFT for 7-8 graders at Camp Au Sable.
- Anonymous donor gave enough money for blinds to be put in the whole building
- PSAT test is given to 9-11 Grade in preparation for the SAT and ACT test.
- 5-8 grade handed out GLOW tracks to the community this fall.
- Upcoming Events: K-8 grades will be singing at the nursing homes, 7-8 grade will be making cold-weather bags to be passed out downtown, continuing high school & elementary to do a Sabbath music performance at a church once a month, high school bible camp at camp Au Sable in January, Teen Bible Camp for 8th grade at Camp Au Sable in February, K-8 bible fair in February, high school mission trip to Kenya in March.

Scott Evans, Assistant Chair of Finances, presented the end of year Financial Report of June 2017:

- Page 3, C-03, this is the "cash in bank." \$211,463.33
- Page 3, C-83 under "Liabilities," DeVos FLI funds for Churches participating in this program - not money that will be used for the school but, it is sitting in our bank. \$34,173.00
- Estimated about \$157,862 of actual use of what is in cash in bank
- pg. 4, Functional activities summary. Total functions, about \$51,553.03 gain
- Finance detail function on pg. 5
- pg. 6, ended the year with a \$3,584 gain.
- pg. 7, Smart Tuition Report

June 2017 Financial Report 17/18 – 2C

MOTION: To approve the end of year, June 2017 Financial Report

VOTED: To carry the motion

Nomination of Officers, presented by Pastor Bob Stewart:

- School board has voted and asked Scott Evans to continue to be the Assistant Chair of Finances and Nereida Martinez to continue to be School Board Chairperson. Both would be serving another 3-year term. Both have accepted.
- We have not found someone willing to be Assistant Vice Chair for the GRAA School Board.

Nomination of Officers 17/18 – 3C

MOTION: To approve the board meeting vote of accepting the nomination of Scott Evans to continue to be the Assistant Chair of Finances and Nereida Martinez to continue to be School Board Chairperson for another 3-year term.

VOTED: To carry the motion

What to do with TEACH Funds:

- School Board has constructed a suggestion to change the term of the TEACH fund and redirect the donations to the TEACH funds to a different purpose. The current funds in TEACH would be directed to a financial aid fund.
- Constituency will revisit TEACH funds vote from the July 18, 2017 Board Meeting minutes later on in tonight's constituency meeting.

Presentation of 2017-2018 Final Budget presented by Scott Evans, Assistant Chair of Finances:

- Report:
 - Concerns: revenue dropped. Expense per student increased. Loss of \$114,959 is projected on this budget.
 - Positives: utilities are down from last year \$1,841. Conference is covering the loss of the 2015-16 school year of \$45,589. Tuition Rates have stayed the same for the fourth straight year.

Preliminary Budget Process Discussion presented by Scott Evans, Assistant Chair of Finances:

- Preliminary Budget Process for next year: Request that a motion be made that the Finances Committee will only bring to Constituency a 2018-2019 Preliminary Budget with a \$50,000 or less loss.
- Current process: the process that we have been following for the past 4-5 years is we would start working on the budget in February and finish by the board meeting in April. We cannot start that process any earlier because we cannot attain good data to project returning student numbers before February. Because we have to wait until February/March, the data needed to project student numbers and there is a strong push to keep the labor component the same in hopes of gaining more students.

Final Budget 17/18 – 4C

MOTION: To approve the presentation of 2017-2018 Final Budget

VOTED: To carry the motion

Preliminary Budget Process 17/18 – 5C

MOTION: To approve the Preliminary Budget Process that the Finance committee will only bring to Constituency a 2018-2019 Preliminary Budget with a \$50,000 or less loss.

VOTED: To carry the motion

Prospective Constituency Church Report:

- Three Angels Fellowship are requesting entrance as a constituency as of June 4 2017.

Addition of a Constituency Church 17/18 – 6C

MOTION: To approve Three Angels SDA Church as a constituency Church starting 2018-2019 school year.

VOTED: To carry the motion

Marketing Committee Efforts as presented by Nereida Martinez, School Board Chairperson:

- Marketing Committee is doing a GRAA fundraiser March 11, 2018 concert with Jaime George.
- Marketing Committee is also planning another fundraiser that is still in the process.

Bylaws suggestions as presented by Nereida Martinez, School Board Chairperson:

- Suggested changes on pages 4, 7, 9 and 10 of the Bylaws as presented.

17/18 – 7C

MOTION: To amend the vote, concerning the quorum, from Constituency Meeting May, 2017 in order to match the suggestion in the Bylaws.

VOTED: amended

Page 9 Bylaws Suggestions 17/18 – 8C

MOTION: To bring suggestions of the Bylaws, page 9, back to the Bylaws Committee to clarify what the Lake Union codes are and what the NAD codes are which are referenced.

VOTED: To carry the motion

Changes to Bylaws 17/18 – 9C

MOTION: To approve and change the Bylaws as suggested, except page 9.

VOTED: To carry the motion

What to do with TEACH funds:

- As voted in GRAA school board of July, to close the TEACH Fund account and move the balance, \$3,000, to 934 Capital Expenditure Reserves. We request that the Churches do not raise funds using the name of TEACH.

TEACH funds 17/18 – 10C

MOTION: To approve to close the TEACH Fund account and move the current TEACH balance to the 934 Capital Expenditure Reserves. The churches will not raise funds any longer using the name of TEACH.

VOTED: To carry the motion

Adjourn 17/18 – 12C

MOTION: To adjourn

VOTED: To carry the motion

CLOSING PRAYER

Closing Prayer by Ruth Horton

Pastor Bob Stewart, Constituency Chairperson
Charlotte Green, Principal