

APPROVED



## Vacaville Christian Schools

### Minutes

#### VCS Board of Directors Meeting

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**Date and Time**

Tuesday March 17, 2020 at 6:00 PM

**Location**

821 Marshall Rd., Room 202, Vacaville, CA 95687

**Directors Present**

A. Grafals, B. Craig, D. Perkins, J. Biard (remote), J. Smotherman, S. Jacobs, S. Jamel

**Directors Absent**

*None*

**Directors Arrived Late**

J. Smotherman

**Guests Present**

B. Davis

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**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

S. Jacobs called a meeting of the board of directors of Vacaville Christian Schools to order on Tuesday Mar 17, 2020 @ 6:04 PM at 821 Marshall Rd., Room 202, Vacaville, CA 95687.

**C. Devotion**

John Baird gave the devotion:

Don't Lose Heart

2 Corinthians 4:13-16 New International Version (NIV)

It is written: "I believed; therefore I have spoken." [a] Since we have that same spirit of [b] faith, we also believe and therefore speak, because we know that the one who raised the Lord Jesus from the dead will also raise us with Jesus and present us with you to himself. All this is for your benefit, so that the grace that is reaching more and more people may cause thanksgiving to overflow to the glory of God.

Therefore we do not lose heart. Though outwardly we are wasting away, yet inwardly we are being renewed day by day.

Hope in Jesus is forever!

#### **D. Open Session**

No visitors were present

### **II. Old Business**

#### **A. Approve Minutes**

S. Jamel made a motion to approve the minutes from VCS Board of Directors Meeting on 02-18-20.

B. Craig seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **III. New Business**

#### **A. Head of School Report**

Ben had two major areas to talk through today:

Updates on the impact on the Coronavirus and the plans for the next 2 weeks. Getting some positive feedback in the decision process and the thinking that went into it to optional provide child care.

Distance learning, live podcast this Friday, discussed getting some publicity what VCS is doing differently than public schools; essential staffing consideration, this pandemic is going to affect us financially so we are planning ahead; calculating hours of staff that are needed in the next few weeks;

Review the budget for next year.

#### **B. Finance**

Committee met and reviewed the completed audit for this year with Cap'n Crouse; no concerns, how will the change of the bookkeeping services affect the financial management of the school. Compared to the last few years, this audit was more positive and saw no loss; financial reports from the last month looked positive which was before the Coronavirus event.

Discussed the International Student program, the current impacts and what is needed for the coming school year; went over the projected budget for next year and wish list.

Ben presented the 20-21 VCS school budget to the board for discussion to determine any future changes, layoffs, terminations, etc. The need to present new contracts for teachers was also discussed.

Reviewed the AT&T Cell phone tower buyout proposal; requested a larger non-refundable amount;

B. Craig made a motion to hire Better Bookkeepers to provide the schools bookkeeping services on an hourly rate and give a 30-day notice to Capn Crouse, our current accounting firm.

S. Jamel seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Smotherman arrived late.

**C. Academics Committee**

Committee met and had a very productive meeting and discussed goals related to early education which included love and logic training. Implementing a software curriculum program; even discussed woodshop.

Will be deciding on curriculum programs in June/July; Schoology will be launched in April; teachers will be fully trained and educated on remote education; then full implementation in the fall; time savings for teachers; owned by PowerSchool;

**D. Advancement/Marketing**

Featured and presented a new marketing video that will be used for local marketing; going into our 45th year!

Looking at enhancing the home schooling program.

**E. Athletics**

Discussed fees with those sports that have been affected by the Coronavirus and their cancellation; these are being calculated for making the best "fair" decision regarding rebates.

**F. Board Development**

We have two prospects currently showing interest that will be given board applications; Darius announced that he has been selected to work for the government and will be leaving in July to go to Tampa, Florida.

**G. Executive Committee**

Met on March 6th, 2020 - discussed the current board structure and the needs for adding new board members.

Board on Track Accelerator Session needs to be scheduled: April 3rd at 12:00pm

**IV. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:57 PM.

Respectfully Submitted,  
S. Jacobs