

APPROVED



# Vacaville Christian Schools

## Minutes

Board Meeting - April 27, 2017

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### **Date and Time**

Thursday April 27, 2017 at 6:00 PM

### **Location**

821 Marshall Rd., High School Room 202

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### **Board Members Present**

A. Grafals, A. Kennedy, B. Craig, B. Pazdel, D. Martian, M. Alexander, S. Jacobs

### **Board Members Absent**

### **Non Voting Members Present**

P. Harrell

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## **I. Opening Items**

### **A. Record Attendance and Guests**

D. Martian recorded the attendance.

### **B. Call the Meeting to Order**

S. Jacobs called a meeting of the board of directors of Vacaville Christian Schools to order on Thursday Apr 27, 2017 @ 6:00 PM at 821 Marshall Rd., High School Room 202.

### **C. Devotion**

B. Craig presented tonight's devotion, "Teach Me to Pray" by James MacDonald. Scripture references: Luke 11:1-4, Mark 1:35, Matthew 6:9-13, John 11:41-42, John 14:26.

### **D. Open Floor**

Guests present:

Sherry Farr, Heather Hudson, Seth Jamel, Theresa Jamel, Sandie Lawler and Brenda Vincent

Introductions took place.

S. Farr discussed concerns with communication and voiced her support for VCS.

S. Jamel & T. Jamel discussed security and course scheduling concerns.

B. Vincent discussed teacher retention and substitute teacher qualifications.

S. Lawler discussed the International Student Program

S. Jacobs conducted a presentation of Board on Track and the new school Spirit Store.

Guests listed above left the meeting.

## **II. Committee Reports**

### **A. Advancement/Marketing**

P. Harrell reported the following:

- The goals, agenda and structure for the upcoming VCS Summit meeting scheduled for May 2, 2017. P. Harrell will provide the agenda to all Board members prior to the meeting. This may become an annual meeting.
- VCS is considering holding a golf tournament once again.
- Strategic Plan update.

### **B. Board Development**

A. Grafals reported the following:

- Committee continues to work with potential candidates.
- Conflict of Interest and Code of Ethics policy is still pending. A. Grafals will recirculate the draft. All Board members are directed to review and provide comments to A. Grafals prior to the May 16, 2017 Board meeting.

B. Pazdel arrived late.

S. Jacobs noted that all Board members are required to complete the Board Assessment component of Board on Track.

All Board members are encouraged to attend the events listed under the Board Attendance Calendar section. P. Harrell will confirm and communicate the exact times for the Baccalaureate Service and High School Graduation.

### **C. Finance**

B. Craig reviewed the financial and enrollment reports discussed at the April 25, 2017 Finance Committee meeting.

B. Craig presented a recommendation to increase the pastoral discount from 35% to 50%. The Board discussed this recommendation.

B. Craig made a motion to increase the pastoral discount of 35% annually toward the school tuition for their children, Policy 500.21.1, to 50%. This increased discount will be effective beginning in the 2017/2018 school year.

B. Pazdel seconded the motion.

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

#### **D. Executive**

S. Jacobs reviewed the items discussed at the April 31, 2017 Executive Committee meeting. Items discussed included:

- Status of personnel investigation
- Anti-bullying programs
- Budget
- Student Life Committee
- Human Resources
- Board meeting minutes

#### **E. Head of School**

P. Harrell reviewed the status of personnel issue(s).

### **III. New Business**

#### **A. Call to Prayer**

D. Martian requested all Board members to consider nominees for the upcoming Board Officer Elections. Members were directed to notify D. Martian of any nominations; all nominees will be listed on the May 16, 2017 agenda to allow members a time of prayer prior to conducting the Officer Elections in June.

#### **B. Ted Spinardi's Resignation**

T. Spinardi submitted his formal resignation from the Board via e-mail. His resignation is effective March 20, 2017. The Board accepted this resignation and voiced their appreciation of Ted's faithful service.

#### **C. Term Extension**

B. Pazdel has expressed a willingness to extend his final term considering the current number of Board members. The Board discussed this option.

A. Grafals made a motion to extend B. Pazdel's third term to no longer than June 2018.

A. Kennedy seconded the motion.

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

##### **Roll Call**

A. Kennedy Aye  
D. Martian Aye  
A. Grafals Aye  
B. Craig Aye  
B. Pazdel Abstain  
M. Alexander Aye  
S. Jacobs Aye

#### **D. Discuss Agenda & Objectives of Enrollment Meeting**

Following the discussion conducted during the Advancement/Marketing Committee report, the Board agreed no further discussion was needed.

P. Harrell left early.

### **IV. Executive Session**

#### **A. Items Discussed**

- Personal training for Board on Track
- Head of School vacation schedule
- Committee minutes on Board on Track

## **V. Closing Items**

### **A. Next Board Meeting**

May 16, 2017

Devotion by B. Pazdel

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:30 PM.

Respectfully Submitted,  
D. Martian