

APPROVED



Vacaville Christian Schools

Minutes

Board Meeting - June 19, 2018

Date and Time

Tuesday June 19, 2018 at 6:00 PM

Location

821 Marshall Road, High School Room 202

Board Terms:

S. Jacobs - 3rd, 3/2019
B. Pazdel - 3rd, 6/2018
B. Craig - 1st, 12/2019
S. Jamel - 1st, 9/2020

M. Alexander - 2nd, 6/2019
T. Grafals - 2nd, 4/2021
A. Kennedy - 2nd, 5/2019
J. Smotherman - 1st, 5/2021

Directors Present

A. Grafals, A. Kennedy, B. Craig, B. Pazdel, J. Smotherman, S. Jacobs, S. Jamel

Directors Absent

None

I. Opening Items**A. Call the Meeting to Order**

S. Jacobs called a meeting of the board of directors of Vacaville Christian Schools to order on Tuesday Jun 19, 2018 @ 6:00 PM at 821 Marshall Road, High School Room 202. J. Smotherman opened the meeting in prayer.

B. Record Attendance and Guests

Administration/Staff present: G. Allen, B. Mendoza, K. Kempton, J. Rowland, E. Renick, D. Huntley, F. Shipley, M. Gomez, R. Martin, M. Ripley, R. McGriff.

Guests present for Open Session: None

C. Devotion

B. Pazdel presented tonight's devotion, "New Beginnings".

D. Open Floor

II. Administrator's Reports

A. Administrator's Reports

B. HOS Report

Ben Davis had each administrator present give a brief review of their department's status relative to the school's strategic plan and/or current departmental update.

George Allen reported on operations- Updates relative to school property break-ins and thefts. He is working with the police department and the city mitigate the issue. Regarding the strategic plan, plant operations are meeting goals within the current financial restrictions placed on spending.

Mike Gomez- Athletics department has completed another successful year with multiple league championships and sectional post season appearances. Most of the strategic goals have been met including re-institution of the Booster Club, Fellowship of Christian Athletes, etc. Some of the programs have restrictions due to monetary restrictions and fall onto the coaching staff. Football has just completed a successful spring session.

Beth Mendoza- Current enrollment at 659. We have a balanced budget for 2018/2019. Moving forward looking at out sourcing payroll, with a tart date of Fall 2018.

Maylene Ripley- Admissions continues to receive many inquiries, and host tours. As of this afternoon enrollment is at 662.

Karen Kempton- Elementary has begun a wait list for 5th grade and is very close to starting a wait list for second grade. Currently investigating a hybrid home school program.

Joseph Rowland- Middle School/High School currently focusing on staff, with an emphasis on being a Christian School first. Teacher recruitment in English and Math.

Debbie Huntley- HOS Office working on 2018/2019 fundraisers (Otis Spunkmeyer and Crab Feed). Looking at implementing a google calendar for fundraising at the school to avoid conflicts with different fundraising campaigns.

Faith Shipley- Advancement/Marketing is looking at producing an Annual Report with clear financial report for our constituents. Trying to design a clear messaging campaign as to why to keep our younger students all the way through to graduating from High School at VCS, with input from the parents of older students (MS/HS). Considering a survey of our constituents to see what we are doing well and where we are deficient as an institution.

Ben Davis- HOS has met with most of the administration and board members, with a goal of finishing by next week. Ben shared that he has a 30 day initial evaluation process, that will be shared with the administrative team during their staff meeting at the end of June. He is busy establishing community relationships, and beginning the process of becoming involved.

III. New Business

A. Approve May 15, 2018 Board Meeting Minutes

B. Craig made a motion to approve minutes from the Board Meeting - May 15, 2018 on 05-15-18 Board Meeting - May 15, 2018 on 05-15-18.

S. Jamel seconded the motion.

The motion unanimously did not carry.

B. Craig made a motion to approve minutes from the Board Meeting - May 15, 2018 on 05-15-18 Board Meeting - May 15, 2018 on 05-15-18.

S. Jamel seconded the motion.

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

B. Approve Minutes of E-Vote of 6/2/18

B. Pazdel made a motion to approve minutes from the E-vote Execution of Employment Agreement on 06-02-18 E-vote Execution of Employment Agreement on 06-02-18.

S. Jacobs seconded the motion.

The motion unanimously did not carry.

B. Pazdel made a motion to approve minutes from the E-vote Execution of Employment Agreement on 06-02-18 E-vote Execution of Employment Agreement on 06-02-18.

S. Jacobs seconded the motion.

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

C. Subsequent Term Extension

Amy Kennedy made a motion to extend the terms of Bejan Pazdel and Scott Jacobs from July 2018 - June 2019. Seth Jamel seconded the motion. The board voted unanimously to approve the motion.

D. Officer Elections

Nominees:

Chairman - S. Jacobs

Vice Chairman - S. Jamel

Treasurer - B. Craig

Secretary - B. Pazdel

Officer terms are July 2018 - June 2019.

The slate of officers was approved unanimously by all voting members present.

E. Accreditation Mid-Term Report

A. Kennedy made a motion to For accreditation process, improve plan for continued improvement toward accreditation.

S. Jamel seconded the motion.

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

Roll Call

B. Pazdel Aye

S. Jacobs Aye

A. Kennedy Aye

B. Craig Aye

J. Smotherman Abstain

S. Jamel Aye

A. Grafals Aye

IV. Executive Session

A. Discussion

This agenda item was discussed by all and will be removed from future agendas.

V. Closing Items

A. Next Board Meeting

Next meeting is scheduled for July 17, 2018 at 6:00 pm in the CRC.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:22 PM.

Respectfully Submitted,
B. Pazdel