



# Vacaville Christian Schools

## Minutes

Board Meeting - August 17, 2017

---

### **Date and Time**

Thursday August 17, 2017 at 6:00 PM

### **Location**

821 Marshall Road, High School Room 202

---

### **Directors Present**

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

### **Directors Absent**

*None*

### **Non Voting Members Present**

P. Harrell

---

## **I. Opening Items**

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

Attendance recorded by D. Martian.

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

S. Jacobs called a meeting of the board of directors of Vacaville Christian Schools to order on Thursday Aug 17, 2017 @ 6:05 PM at 821 Marshall Road, High School Room 202.

### **C. Devotion**

M. Alexander presented tonight's devotion, "It's A New Year - Rejoice!".  
Scripture references :Matthew, Isaiah and Jeremiah 6:16

### **D. Open Floor**

Guests present:

George Allen, Irma Alvarado, Michael Gomez, Bridgette Grabowski, Sara Grafals, Theresa Jamel, Sarah Jones, Dorace Lynch, Beth Mendoza, Darelyn Pazdel, Eddie Rennick, Maylene Ripley, Joseph Rowland, Faith Shipley, JD Thompson.

- F. Shipley, on behalf of the staff, requested a time to pray over the Early Childhood Education, Elementary and Middle School/High School departments, staff and families, the Board as a whole and the new school year. The theme for this coming school year is, "We are one - one body, one spirit". All in attendance took part in a time of prayer.
- S. Jones commented that she is thankful for the opportunity for open discussion and access to Right Now Media made possible through VCS. Concerned the message of Christ is being diluted.
- J. Rowland addressed the newly implemented chapel schedule.
- I. Alvarado commented she too feels Christ has been diminished. Also, concerns about spirit wear.
- D. Lynch addressed biblical integration into all that is taught and done at VCS.
- M. Alexander commented his appreciation for the recent Back To School Night and ideas to use our local churches as resources.
- B. Grabowski commented on the need to foster communication and the status of the Parent Partnership Committee.
- S. Grafals commented the parents want to support the school and communication must improve to allow them to do so.
- Michael Gomez and JD Thompson gave an update on the football program.

Guests listed above left the meeting at 7:10 p.m.

#### **E. Approve Board Minutes - July 18, 2017 Closed Session**

B. Craig made a motion to approve minutes from the Board Meeting - July 18, 2017 CLOSED SESSION.

B. Pazdel seconded the motion.

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

#### **F. Approved Board Minutes - August 7, 2017 Closed Session**

B. Craig made a motion to approve minutes from the Board Meeting - August 7, 2017 CLOSED SESSION.

B. Pazdel seconded the motion.

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

##### **Roll Call**

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

## **II. Committee Reports**

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

The Advancement Committee met on August 15, 2017. Minutes of this meeting were provided to the Board for review. P. Harrell reviewed details of the meeting.

The committee continues to work on the Crab Feed. The Board discussed options to enhance the event. Pre-purchase of to-go bags, extra ribs and on-line auction were some of the ideas noted.

A. Kennedy proposed all Board members pray about participating in an annual giving program. This will be discussed further at the September 2017 Board meeting.

P. Harrell reported that work continues on donations through the web-site, grandparents and the alumni program.

## **B. Board Development**

A. Grafals reported the committee has received two completed applications for Board Candidates. The committee has not conducted a formal meeting since the July Board meeting.

S. Jacobs requested the committee expedite their recommendations. The Board requested there be no delays in receiving recommendations from the Board Development Committee.

## **C. Finance**

B. Craig reviewed the financial and enrollment reports discussed at the August 14, 2017 Finance Committee Meeting.

Staff will present a balanced budget at the September 2017 Finance Committee meeting; this will be presented for Board review at the September Board meeting.

The Board requested P. Harrell review the costs of the portable classrooms located on campus.

The next Finance Committee meeting is scheduled for September 11, 2017, 12:00 p.m.

B. Craig made a motion to authorize \$14,248.80 per Precision Contracting Solutions, Inc's bid, to remove, repair and replace concrete as needed to repair the gas line as identified by PG&E, with the caveat additional costs may be incurred for any repair beyond the allotted ten linear feet. Also, authorize \$16,227.00 for parapet cap and rot scope repair on the High School through JLS Inc. Both approvals allow for another contractor to be used if identified at lower costs.

A. Grafals seconded the motion.

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

A-2-Z Landscaping proposal for Middle School parking lot beautification reviewed.

Board requested Administration review the possibility of having this type of work completed through the HIS Club program.

## **D. Executive**

S. Jacobs reported the Executive Committee met on July 28, 2017. This meeting was devoted to continued work on the Annual Head of School Evaluation.

Next Executive Committee meeting scheduled for August 25, 2017 at 12:00 p.m.

## **E. Head of School**

P. Harrell reported he continues to work on the Action Plan in response to the recently presented HOS Evaluation. This will be presented to the Executive Committee at the August 25, 2017 Executive Committee meeting.

P. Harrell reported he has attended several community events and will continue to do so. He was at all student orientations as well. Work continues on fundraising.

The Board discussed the chapel schedule, football program, sport uniforms, staffing, and certifications for accreditation.

P. Harrell left early.

### **III. New Business**

#### **A. A. New Business**

No new business.

### **IV. Executive Session**

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

- VCS presence at community events.
- Action Plan due to Executive Committee August 25, 2017.

### **V. Closing Items**

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

Thursday, September 19, 2017  
Devotion - P. Harrell

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:45 PM.

Respectfully Submitted,  
S. Jacobs