



BOARD OF DIRECTORS

Vacaville Christian Schools
Board Meeting
February 16, 2021 / 6:00 pm

FINAL

Board of Directors:

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|---|--|
| Becky Craig ~ Chairman *(2 nd , 12/2022) | Joe Dingman ~ Member at Large *(1 st , 4/2023) |
| Seth Jamel ~ Vice Chairman *(2 nd , 9/2023) | Justin Kagin ~ Member at Large *(1 st , 5/2023) |
| Jason Smotherman – Treasurer *(1 st , 5/2021) | Ben Davis ~ Head of School |
| John Biard ~ Secretary *(1 st , 6/2022) | Lou Cabral – member at large *(1 st , 1/2024) |
| Susanna Brooks ~ Member at Large *(1 st , 10/2023) | Courtney Gallaher ~ Administrative Support |
| | *(current term, end of current term) |

1. Opening Items

a. Attendance and Guests

1. Members Present: B. Craig, J. Smotherman, J Biard (zoom), S. Brooks, J. Kagin, B. Davis, L. Cabral, J. Dingman, C. Gallaher
2. Members Absent: Seth Jamel
3. Guests: Ralph Martin, Todd Kosiewicz

Meeting called to order with prayer at 6:00pm

b. Devotion: Becky Craig presented tonight’s devotion focusing on the clay and the potter. The Lord’s ways are good and he creates beauty.

1. Scripture reference – Jeremiah 18:4

Justin Kagin joined the meeting at 6:07pm

c. Open Session

1. Todd Kosiewicz regarding a science update

i. Science:

- Students are having a hard time experiencing the lab
- Online students are struggling with distractions
- Biggest challenge at this point is the evaluation of the distance learners and unable to keep up
- There are two students are in a prestigious physics exam this week
- Todd left the meeting at 6:15pm

2. Ralph Martin regarding distance learning, zoom specifically
 - Wants students to start working more independently, not on zoom
 - Stop making Covid crutches and start looking forward
 - Concerts coming up: Superman project, Rescue Mission Mars project
 - Ralph left the meeting at 6:25pm

Joe Dingman joined the meeting at 6:25pm

Open Session closed at 6:25pm

Meeting resumed at 6:50pm

2. Old Business

- a. Motion to approve the January 19, 2021 minutes
 - Motion by Jason Smotherman
 - 2nd by Susanna Brooks
 - Motion approved unanimously

3. New Business

- a. Board Forms
- b. Board Committee Reports
 1. Finance Committee – Jason Smotherman
 - i. Attachment notes
 - ii. Refinance: will be discussed with Head of School
 - iii. Update on infant toddler program: will be discussed with Head of School
 2. Academic Excellence Committee – Ben Davis
 - i. Attachment notes
 3. Athletic – Joe Dingman
 - i. Attachment notes
 - ii. Proposed the same winter sports fee to pay for conditioning and time for the coaches – same as the fall semester
 - iii. Softball field will be worked on by the students
 - iv. Rental requests have risen, Ben and Donna will use their discretion
 - v. Jason will reach out to the Admirals to make sure they received the letter on 2/10
 - vi. Talked about the benefits and challenges of our rentals regarding the CIF rules and letter received in length

1. Board decided that there is not enough information to make a decision at this time
- vii. There will be a scheduled meeting for Thursday 2/18 at 6:00 pm with Coach T, Donna, any of the board members and Mike Garisson regarding the CIF rules and letter. At the end of the phone call, the board will make a decision
4. Board Development – Seth Jamel
 - i. Potentially adding another board member
 1. Each member will bring 1-2 names to the April board meeting as potential board members
5. Executive Committee – Becky Craig
 - i. Meeting notes attachment
- c. Head of School Report (attachment) – Ben Davis
 1. Key Board Meeting Head of School Update attachment
 - i. Continuous enrollment, current enrollment, disenrollment numbers
 1. Only 9 families not returning
 2. 786 currently enrolled, 40 on waitlist
 3. New applications: 50
 - ii. Refinance update with Travis Credit Union and First Northern Bank
 1. After receiving both offers, the board will compare and make a decision
 - iii. HIS hour requirements discussed
 1. It is hard for parents and students to meet the requirements with COVID restrictions
 2. Ben will give parents the opportunity to waive HIS hours by submitting a letter how they have helped the school or the child's classroom
 - iv. Distance Learning
 1. What is the impact financially if distance learning is eliminated
 2. Proposed a separate vote for international students and distance learning students

MOTION to discontinue 2021-2022 K-12 distance learning

MOTION presented by Jason Smotherman

2nd by Lou Cabral

MOTION approved unanimously

Ben will give options and recommendations to the board for the continuing of the international program

v. Diversity Program

1. Expense it would add to the budget for future years to add a consultant

MOTION to authorize up to \$30,000 for diversity consultant

By Becky Craig

2nd by Jason Smotherman

Opposed by Lou Cabral

MOTION approved

vi. Infant Toddler Program

1. Financial projections discussed (attachment)

MOTION for the implementation of the IT/KR program with OPTION 2 as presented with up to a 5% increase in tuition.

By Becky Craig

2nd by Jason Smotherman

MOTION approved unanimously

2. Strategic Planning Process (2 attachments)

Executive committee will discuss and layout specific job descriptions of the board members

Courtney – Have Debbie send out the view only links to the drive documents

Check the bylaws to see when we have layout responsibilities of the board office jobs

d. Head of School Contract Committee

1. There will be a retreat for the board, then the committee will be formed. This retreat will take place on March 2nd at 6:00pm.

4. Closing Items

a. Open/Continued Items Summary

- Jason will reach out to the Admirals to make sure they received the letter on 2/10
- There will be a scheduled meeting for Thursday 2/18 at 6:00 pm with Coach T, Donna, any of the board members and Mike Garisson regarding the CIF rules and letter. At the end of the phone call, the board will make a decision

- Each member will bring 1-2 names to the April board meeting as potential board members
- Ben will give parents the opportunity to waive HIS hours by submitting a letter how they have helped the school or the child's classroom
- Ben will give options and recommendations to the board for the continuing of the international program
- Executive committee will discuss and layout specific job descriptions of the board members
- Courtney will have Debbie send out the view only links to the drive documents
- Check the bylaws to see when we have layout responsibilities of the board office jobs

b. Calendar

February 19 - Leadership Offsite

February 25 - 5th to 6th grade shadow day

February 26 - Staff Leave Day #2 (no school/staff work day)

March 1 - Continuous enrollment ends

March 2 - All Staff Quarterly Meeting

March 5 - Coffee on Campus

March 8- March 12 - Letters of Intent go out to faculty

May 10, 2021 - VCS Golf Classic (Green Valley Country Club)

June 4, 2021 - High School Graduation

5. Prayer and Adjournment

Motion to adjourn by Justin Kagin

2nd by Susanna Brooks

Meeting adjourned at 10:40pm

Next Board Meeting ~ March 16th, 2021 Devotion ~ Joe Dingman

Location: College Resource Room 202, 6:00 p.m.