



BOARD OF DIRECTORS

Vacaville Christian Schools
Board Meeting
August 20-21, 2021 / Retreat in Monterey

DRAFT

Board of Directors:	*(current term, end of current term)
Becky Craig - Chairman *(2nd, 12/2022)	Seth Jamel - Member at Large *(2nd, 9/2023)
Joe Dingman - Vice Chair *(1st, 4/2023)	Justin Kagin - Member at Large *(1st, 5/2023)
Jason Smotherman - Treasurer *(2nd, 5/2024)	Susanna Brooks - Member at Large *(1st 10/2023)
John Biard - Secretary *(1st, 6/2022)	Lou Cabral - Member at Large *(1st, 1/2024)
Ben Davis - Head of School	Darelyn Pazdel - Member at Large (1st, 7/2024)
Courtney Gallaher - Administrative Support	

1. Opening Items

- a. Record Attendance:
 - i. Members Present: B. Craig, S. Brooks, L. Cabral, J. Dingman, J. Biard, J. Kagin, B. Davis, J. Smotherman, D. Pazdel, S. Jamel (present only 8/21/21)
 - ii. Members Absent: None
 - iii. Guests: Gary Xavier, Facilitator
- b. Call Meeting to Order & Prayer at 8:30 AM
- c. Worship: Brooke Smotherman
- d. Devotion: Ben Davis
- e. Maxim / Mission / Talent / Target / Vision / Values
 - i. Acknowledged VCS has Mission and Vision
 - ii. Value of Maxim to center discussions and to share with others: Christian Faith, Family, Foundation
- f. Strategic Planning / Communication Model
 - i. Reviewed Ben's spreadsheet of seven core areas defining objective, current score, success, and priorities
 - ii. Discussed each area to modify and emphasize certain criteria, need to identify measurements to report on dashboard.
 - iii. Determined need for cohesive doctrine to anchor teachings and decisions. **Motion** to create a committee to explore foundational beliefs for VCS. Motion seconded, passed unanimously.
 - iv. Determined athletics and homework sometimes prevent students from attending church. Implementation will be intentional with hiccups this school year and will be fully operational next school year. **Motion** to prioritize Wednesdays and Sundays for families and church. Motion seconded, passed unanimously.

- v. Reviewed board committee assignments
 - 1. Executive - Craig, Dingman, Smotherman, Biard
 - 2. Spiritual / Relationships - Smotherman, Cabral
 - 3. Academics - Kagin, Brooks
 - 4. Athletics - Dingman, Brooks, Pazdel, Jamel
 - 5. Fine Arts - Kagin, Pazdel
 - 6. Finance - Smotherman, Craig, Kagin
 - 7. Place (Board Development / Capital Outlay) - Dingman, Biard, Cabral, Jamel

2. Old Business

- a. Face Coverings policy reviewed due to a significant number of positive cases in Solano County. Will allow employees and students to have the choice whether to wear masks regardless of vaccination status. Discussed trigger point to implement face coverings if an outbreak occurs on either the Elementary School or the Middle/High School campus.

Motion to implement face coverings indoors by campus for 14 days if positive testing among faculty/staff/students occurs on either the Elementary School campus or Middle/High School campus equaling 5% or more within a rolling 14-day period and this will be communicated to all constituents. Motion seconded, passed unanimously.

- b. Admirals presented an invoice with supporting receipt documents for the October 2020 playground improvement project totaling almost \$4,500.

Motion to process invoice and present payment when they vacate premises. Motion seconded, passed unanimously.

3. New Business

- a. Conflict Resolution Policy - in violation of by-laws; team will draft and propose new policy based on practice and discussion.
- b. Prayed for new school year
- c. Finance Committee report:
 - i. Enrollment approx. 910 students aged 2 through grade 12, staff projects a few more registrations during first two weeks of school but likely less than budget model prediction; Ben will identify proposed reductions for consideration.
 - ii. Prior fiscal year's operational income was negative by approx \$180,000 due to reduction in international student enrollment and legal fees. Year actual income was positive due to receipt of a second Payroll Protection Program loan/grant.
 - iii. Currently \$1.8 million cash in the bank.
- d. Board Compensation - discussed positives/negatives, tabled

4. Prayer and Adjourn Meeting at 11:40 AM