



BOARD OF DIRECTORS

**Vacaville Christian Schools
Board Meeting
September 21st, 2021 / 6:00 pm**

FINAL

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

Chair Craig called meeting to order at 7 pm following reception for new employees.

No attendees for open forum

Attendance: Lou Cabral (Zoom), Jason Smotherman (Zoom), John Biard (Zoom), Justin Kagan, Susanna Brooks, Joe Dingman, Becky Craig, Seth Jamel, Darelyn Pazdel, and Ben Davis

Susanna provided devotion.

Motion to approve Minutes for July 20, July 29, August 12, August 20-21 (retreat) & August 26, John, Jason 2nd, MSC U; not voting, Darelyn not attendance of all.

Items to follow up on from last meeting (retreat):

Becky, Ben & John reviewed the conflict resolution policy: Request to Meet with the Board policy # 200.12

Motion to approve the changes made to the Policy: *Request to Meet with the Board Policy* with reviewed amendments, Seth motioned Joe 2nd. MSC U

Committee review:

New Business

Ben- Ben presented the Board Members with an appreciation gift. Items with new logo of Christian - Faith Families Foundation. Showed a brief video with highlights of the school and FFF.

Academic Excellence – Ben

Reviewed data for testing and testing plans, in report. - next month Ben will review the data. Pacing, the amount time it takes to go through and teach curriculum. Curriculum Track new software program update. Terra was excited about the curriculum track. Justin...use of the software will help us to gather data and look at enrollment etc.

Ben – challenging to track data in the early education department

Justin – we should have the dashboard developed within a month. Ben- ITBS testing, first year was last year. Intentionally tested in fall and spring so we have a full year of data to review. Data is due to Ben early October. For academics meeting in October, we will have the data points for discussion. Then plan for future, desire identification of benchmarks and goals.

Justin- What is the status on developing electronic check-in/out (Stephanie) Ben will look into this and get back to group.

Athletic Committee Meeting – Susanna (new chair)

Some glitches with the first football game. Discussion whether there's liability with having paid versus volunteer security. John's opinion that we are OK to have volunteer security. Do we need security at each gate? Roaming? We need someone to provide crowd control. Volunteers with some training will be allowable at the games.

Senior Night for football is now moved to 10/15

Volleyball is compacted with games as everything is rescheduled

New Soccer Coach.

Basketball - enough players for Men's JV and Varsity

Not enough for JV - Women's Basketball Coaches in place for basketball. Mr. Jacobs coaching middle school.

Christmas classic is scheduled for December 18th.

Re-keying locks following the separation of the Admirals. Joe will accompany Carla to the meeting with the Admirals.

CIF appeal is scheduled for 9/25. Ben will accompany Carla.

There were issues with student transfer paperwork not being complete last Spring.

Discussion regarding AD Borges' coaching involvement as well as the naming of an Assistant Athletic Director and the nepotism policy in place.

Executive Committee Report – Becky

Ben and his team participated in MinistrySafe training and they will be implementing some new procedures.

Finance Committee - Justin

On site Audit this week

Reviewed proposed Budget and Donation Policy

Reviewed the enrollment comparison from year to year.

Budget Discussion led by Ben

Motion to pass the budget as presented, Justin Seth 2nd. MSC U without Jason

Review Financial Policies

Discussion regarding newly proposed financials policies

Motion to adopt changes to finance policies with the amendment of removing Zahara, Becky, Joe 2nd MSC U without Jason

Review Donation Acceptance policy

Seth - page 1 should be IRS not IRC.

Justin - when we receive donations in products ie. flooring. Becky, it becomes a purchasing policy. We should update the purchasing policy to include this. Justin will propose edits to the purchasing policy to reflect this.

Motion to adopt the Donations Policy with typo edit, Seth, Susanna 2nd MSC U without Jason

Performing Arts Update

Did not meet in September. Will be meeting in October.

Board Development and Capital Outlay (Place Committee)

Joe – Board Development – No new candidates

Board / Team Development

Joe - Schedule a social for board and administrators

Reminder of the 9/24 staff meeting/development

Other Items

Floor proposal review, tabled for now

Parents/ students / employee surveys

Include a world view in the survey - Launches on Monday 9/27. Board asked to review the survey, review took place during the meeting.

Head of School Report – Ben

10/26 State of School Event

Middle School Discipline update

COVID REPORTS questions directed toward Ben regarding the numbers and how the reports are generated.

Retreat discussion

Retreat Bus discussion, lesson is to prepare for scenario where busing isn't provided.

Ben Open Items

Athletic Director involvement in coaching

Assistant Athletic Director?

Discipline follow up

COVID Reports

Calendar Items

9/24 Staff enrichment

10/5 Pastor appreciation

10/19 Next meeting

10/26 State of the School