



# BOARD OF DIRECTORS

Vacaville Christian Schools  
Board Meeting  
February 15, 2022

FINAL

**Board of Directors:**

\*(current term, end of current term)

Becky Craig - Chairman \* (2nd, 12/2022)  
Joe Dingman - Vice Chair \*(1st, 4/2023)  
Jason Smotherman - Treasurer \*(2nd, 5/2024)  
John Biard - Secretary \*(1st, 6/2022)  
Ben Davis - Head of School  
Courtney Gallaher - Administrative Support

Seth Jamel - Member at Large \*(2nd, 9/2023)  
Justin Kagin - Member at Large \*(1st, 5/2023)  
Susanna Brooks - Member at Large \*(1st 10/2023)  
Lou Cabral - Member at Large \*(1st, 1/2024)  
Darelyn Pazdel - Member at Large (1st, 7/2024)

**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
  - ii. Members Absent: None
- b. Call Meeting to Order & Prayer at 6:00 PM
- c. Recognition: Elementary Vice Principal and High School Dean
- d. Devotion: Pastor Jason Smotherman - Jonah and the worm
- e. Open Session: Bambi Roisen

**2. Old Business**

- a. Meeting Minutes - 01/18/22, 1/25/22, and 2/7/22, Motion/Second/Approved

**3. New Business**

- a. Head of School Report
  - i. Director of Operations continues to review capital management software, is preparing a proposal for modifications to the school's COVID Safety Plan policy, and has been approached by DISH Wireless for consideration of an antennae.
  - ii. Further development of the strategic dashboard includes charts reporting student retention. There was a request for a withdrawal chart to be added. Noted recruitment of international students is tenuous again this year.
  - iii. Preparing for ACSI accreditation visit March 20-23. Board members asked to meet with the on-site review team.
  - iv. Provided overview of his current work plan and will propose Key Performance Indicators at March's board meeting.
  - v. Provided status of Athletic Director and High School Principal recruitments. Former has many qualified applicants, the latter is

- lagging. Board authorized an increase in position's compensation to attract additional applicants.
- vi. Provided awareness of major physical altercation among four high school students, suspended pending further investigation. Preparing a message for students and families.
- b. Strategic Plan Committee Reports (attached)
- i. Academic Excellence - nothing new to report
  - ii. Athletics - softball field workday a success, continued plan for improvement
  - iii. Executive - nothing new to report
  - iv. Finance - Annual Form 990 available for review and filing
    - 1. Family will finance creation of an endowment fund, HOS will connect with attorney to lead process, and Board remanded the details to Finance Committee for review and recommendation
    - 2. Donor directed funds exceeding \$10,000 - \$30,000 for investments in certain athletics programs and a high school club, and college counseling. Motion/Second/Approved
    - 3. Reviewed financial aid policy - motion to reduce maximum financial aid from 50% tuition reduction to 45%. Approved 7-2
  - v. Fine Arts - upcoming concert
  - vi. Place - nothing new to report
  - vii. Spiritual Development - nothing new to report

#### **4. Prayer and Adjourn Meeting at 11 PM**