



BOARD OF DIRECTORS

Vacaville Christian Schools
Board Meeting
June 21, 2022

FINAL

Board of Directors:

*(current term, end of current term)

Joe Dingman - Chairman (1st, 4/2023)
Becky Craig - Vice Chair (2nd, 12/2022)
Justin Kagin - Treasurer (1st, 5/2023)
Darelyn Pazdel - Secretary (1st, 7/2024)

Seth Jamel - Member at Large *(2nd, 9/2023)
John Biard - Member at Large *(2nd, 6/2025)
Lou Cabral - Member at Large *(1st, 1/2024)
Ben Davis - Head of School

1. Opening Items

- a. Record Attendance:
 - i. Members Present: B. Craig, S. Jamel, L. Cabral, J. Dingman, J. Biard, J. Kagin, B. Davis, D. Pazdel
 - ii. Members Absent: Call Meeting to Order & Prayer at 6:08 PM
- b. Devotion: Becky Craig, Remember to lean on the Lord, travels and always
- c. Introduction of Athletic Director, Jerry Miller Members introduced themselves to Jerry.
- d. Open Session: None

2. Old Business

- a. Meeting Minutes - 5.17.22. Motion/Second/Approved

3. New Business

- a. Extend John Biard for an additional term (second term)
Motion/Second/Approved
- b. Head of School Report
 - i. VCS Strategic Plan update
 1. Spiritual Development Wednesday/Sunday policy complete; new curriculum for MS HS; VCMA Board; new Chapel Leadership Instructor
 2. Academics K-7 full history curriculum review for the first time in a long time. New curriculum approved and purchased. No transition in History curriculum at this time. Draft plan of college/career counseling as well as a complete faculty review process. See plan updated 06.21.22 with Key Program Events beginning June / July 2022.
 - a. WrAP & ITBS testing data- Justin will review the information and present it to the board by August

- b. Key positions hired and openings reviewed - Ben will continue to update the board on the openings remaining.
 - 3. Athletics - Jerry on board this month (6/20/22)
 - 4. Fine Arts - Smartboard ordered and installed
 - 5. Staffing - on tracks, compensation updates are in review
 - 6. Financial resources - Endowment Board being developed
 - 7. "A Place" - Capital Plan completion expected for September 2022. New Signage is being designed for the campus and will be installed this Summer.
 - 8. Admissions and Marketing - FAN program will be tabled, everything else is on track.
 - 9. Accreditation Major Recommendations - Working on the timeline/plan for completion.
 - ii. Key High School Development - Family handbook review/update. Student culture plan addressed systems for supervision, expectations as examples.
 - iii. Safety
 - 1. Anti-Bullying Policy Update - Current research for program and policy development. Benchmark to discuss options in July 2022
 - 2. Camera update - Researching a new system that will encapsulate all cameras on campus. Spot is an option, however, not a proposal as comparisons are taking place to provide more than one option.
 - iv. Qualitative Trigger Points - Short term will be defined and a long term, more descriptive plan will be developed.
 - v. Athletic Operations Report
 - 1. Needs for Fall Athletics, ie, equipment for Fall Sports. Suggested that Jerry work with the Booster Club.
 - vi. Director of Operations John Villeneuve provided Health and Safety Policy Update, continued meeting with constituents and quantitative trigger points for transition to remote learning forthcoming.
 - vii. HOS will serve as High School Principal commencing June 10. He will be additionally compensated \$1000/month until filled or October 31, 2022. He will focus on:
 - 1. Spiritual Development
 - 2. Academic Student Life & Discipline
 - 3. Campus Safety
 - 4. College Counseling
 - viii. Proposes to host monthly committee meetings for Athletics, Finance and Executive Committee; quarterly roundtables for Academics, Spiritual Development, Fine Arts and Athletics.
4.
 - i. Provided report on recent disciplinary actions.
 - ii. Annual Board Retreat July 29-31, plan on holding July Board meeting during the retreat.
 - iii.
 - iv. Reviewed Financial Dashboard, Retention/Admissions Dashboard and Strategic Plan Updates.

5. Finance Committee
 - a. Dashboard review - tracking very near to forecast. Debt svc ratio ahead of forecast. There is no revenue coming in the summer other than camp and athletics, projected to stay at 1.3. Cash on hand See Finance report. First Endowment Board meeting scheduled for July 21st, 6:00 PM. Board appointees are right now we have Justin, and Seth
6. Board Development
 - a. Becky reached out to a parent and he declined to submit an application.
 - b. Searching for a Pastor for a seat on the board. Ben is working on this connection in the community.
 - c. Executive Session
 - i. Board discussed HOS annual evaluation
 1. How to proceed - Darelyn will send the group last year's summary, strengths, opportunities in a google doc that everyone can comment on.

HOS PTO:

June 24 - July 4

September 16-21

Extended weekend in July

7. Prayer and Adjourn Meeting at 10:45 PM