



BOARD OF DIRECTORS

Vacaville Christian Schools
Board Meeting
September 27th, 2022

Minutes submitted by D Pazdel

FINAL

Board of Directors:

*(current term, end of current term)

Joe Dingman - Chairman *(1st, 4/2023)	Seth Jamel - Member at Large *(2nd, 9/2023)
Becky Craig - Vice Chair *(2nd, 12/2022)	John Biard - Member at Large *(1st, 6/2022)
Justin Kagin - Treasurer *(1st, 5/2023)	Lou Cabral - Member at Large *(1st, 1/2024)
Darelyn Pazdel - Secretary *(1st, 7/2024)	Ben Davis - Head of School

1. Opening Items

- a. Welcome to New VCS Staff (HS Downstairs Student Lounge)
- b. Record Attendance - Joe, Becky, Justin, Darelyn, Seth, John, Lou, Ben, guests - Dorace Lynch, Lynda Snelgrove
- c. Call Meeting to Order 6:55 Joe
- d. Devotional - Justin Kagin
- e. Open Forum - No one
- f. Prospective Board Member Interview(s) (Dorace Lynch, Charlie Meadows)
 - i. Dorace Lynch Board member consideration **Motion: Becky to invite Dorace to the board, Darelyn second, MSC U**
 - ii. Charlie Meadows will meet with the committee on Monday and invite him to the next board meeting if appropriate.
 - iii. Ben, received a board application for a pastoral candidate and will pass the application on to Becky.

2. Old Business

- a. Approve Meeting Minutes from August 16th, 2022 meeting (attachment)
Seth moved to approve the minutes, Becky second, MSC U

3. New Business

- a. Board Roles and Responsibilities (Board Chair)
 - i. Joe asked Ben to send out a list of committees, round tables, Joe explained the importance of attendance and communication. This will help with efficiency during the board meetings. Comments, are we back into the committees fully now?
 - ii. Head of School Report -
 - iii. Strategic Dashboard Review
 1. Follow Up on Key Board Retreat Items
 - a. Reviewed retreat deliverables see Board Retreat Goals/ Deliverables. On track with Board

Development. Growth through surveys, surveys will be launched in 2 weeks.

- b. Growth and development of the board, Ben proposed listening to a training/pod cast as each meeting begins and speaking 5 to 7 minutes discussing it.
- c. Checklist for onboarding new board members.

iv. Reports -

1. Operations update - See Ops Report

- a. EL / MS Computer Lab
- b. MS Fully functional and is functioning as the EL computer lab
- c. Fiber being installed in EL
- d. Safety, visitor check in, shack
- e. Working with law enforcement for presence
- f. Researching fencing
- g. Cameras - Ben will present quotes at October meeting

2. Operations Report -

a. Middle / High School Retreat Updates

- i. Middle retreat when well, Mr. Barch was the speaker.
- ii. High School Retreat, amazing experience Nikko Villareal spoke in chapel. Student council did a fantastic job. Sent 2 students home due to disciplinary protocol.

b. HS Principal Update

- i. Effective Monday October 3, Lynda will officially take over the Principal position.
 - 1. Exceptions - Academics dashboard development & chapel planning
 - 2. Comments, offer AP courses during Freshman and Sophomore academic years. What is the update on a 7th grade Science Teacher? *See below in personnel update*

c. Personnel Openings Update

- i. Emily Evans, 5th grade music and chapel
- ii. Middle school - Have on boarded a 7th grade Science Teacher who will arrive the first week of November; Mr. Rico is a substitute until then. Graphic Design in Middle School is currently Mr. Rico; English 6, Mrs. Harris is teaching in the capacity of a long term substitute.
- iii. Comments, there has been no communication regarding the staffing changes to the parents. Response, there will be

communication that will clearly define all staff changes.

iv. High School full

2. Academics

a. Reviewed AP and SAT scores, more analysis to follow

3. Athletics Committee Report

a. Stadium Sound System - Reviewed 3 quotes

i. Booster Club will contribute \$5K and VCJF will contribute \$2.5K

ii. Comment, ensure that John has the schedule and the warranty, and signs a contract with installation payments.

iii. **Joe Motion to contract with K2Tech, Darelyn seconded MSC U**

b. Sporting event music

i. A plan has been put into place to monitor music. The plan will be executed by the Athletic Director

c. Comment, Middle School and Elementary Athletics plan/update? Strategic plan in place, focusing on developing the second tier of teams.

4. Comment, can we have a Conservatory Update? Can this be on the agenda each month going forward? Comment, concerned with the lack of growth in the Middle School Conservatory program. *Ali has a strategic plan that will be shared with the board. This will be a standing agenda item.*

5. Additional Board Committee Reports

a. Executive Committee Report - See report

b. Finance Committee Report

i. Financial Dashboard Review - tables for budget review

ii. 2022-2023 Proposed Budget

1. Discussion regarding the presented budget. Discussion regarding the amount for the sinking fund; validity of enrollment estimates; debt ratio; earmarking money for a mission effort for the next fiscal year. **Becky motioned to approve the budget as presented with the addition of \$2,500 set aside for mission's efforts. Second Joe MSC U**

4. Closed Items

- a. Weekly sports update has been added to parent newsletter

5. Upcoming Campus Events:

- a. Sep. 27th @ 6:00 pm-New Staff Reception w/ Board (HS Student Lounge)
- b. Sept. 30th @ 5:30 pm - New Families BBQ (Falcon Field)
- c. Oct. 4th @ 9:00 am - Pastor Appreciation Breakfast & Chapel (MP & FBC)
- d. Oct. 6th - Falcon Fun Run (Falcon Field)
- e. Oct. 13th @ 6:00 pm - VCS State of the School (MP)
- f. Oct. 28th - Homecoming
- g. Oct. 20th - Country Fair @ 5:00 pm (EL Playground)
- h. Nov. 10th @ 12:00 pm - Buckhorn Food Truck (Professional Devel. Day)
- i. Nov. 17th @ 6:00 pm - Conservatory Fall Showcase (Journey Downtown)

6. VCHS Sporting Events:

- a. Sept. 22nd @ 5:00 (JV)/6:00 pm VCS Volleyball v. Rio Vista (Gym)
- b. Sept. 27th @ 5:00 (JV)/6:00 pm VCS Volleyball v. Esparto (Gym)
- c. Sept. 30th @ 7:00 pm - VCS Football v. San Juan (Falcon Field)
- d. Oct. 3rd @ 5:00 (JV)/6:00 pm - VCS Volleyball v. Pioneer (Gym)
- e. Oct. 4th @ 5:00 (JV)/6:00 pm - VCS Volleyball v. San Juan (Gym)
- f. Oct. 6th @ 5:00 (JV)/6:00 pm - VCS Volleyball v. Golden Sierra (Gym)
- g. Oct. 15th @ 7:30 pm - VCS Football v. Rio Vista (Falcon Field)
- h. Oct. 18th @ 5:00 (JV)/6:00 pm - Volleyball v. Highlands (Gym) (Senior Night)
- i. Oct. 28th @ 7:00 pm - VCS Football v. Highlands (Senior Night)

7. Next Board Meeting - Key Discussion Items

- a. Report from High School Student Council
- b. Prospective Board Member Interviews
- c. (Potential) Rollout of Academics Dashboard
- d. Facilities Condition Assessment / Capital Plan
- e. 2022-2023 Tuition Cost Evaluation

8. Prayer and Adjourn Meeting 10:42 pm

Next Meeting: October 18th, 2022

Devotion: Darelyn Pazdel