



BOARD OF DIRECTORS

Vacaville Christian Schools
May 16, 2023

MINUTES (DRAFT)

Board of Directors:

*(current term, end of current term)

Joe Dingman - Chairman *(1st, 4/2023)	Seth Jamel - Member at Large *(2nd, 9/2023)
Charlie Meadows - Vice Chair *(1st, 10/2025)	Justin Kagin - Treasurer *(1st, 5/2023)
John Biard, Member at Large *(1st, 6/2025)	Lou Cabral - Member at Large *(1st, 1/2024)
Darelyn Pazdel - Secretary *(1st, 7/2024)	Dorace Lynch - Member at Large *(1st, 9/2025)
Jeff Krulick - Member at Large *(1st, 11/2025)	Ben Davis - Board Member Ex-Officio, Head of School

1. Opening Items

- a. Record Attendance - Only excused absence = Seth Jamel. All other directors present
- b. Call Meeting to Order 6:08 PM
- c. Devotional - Ben Davis
- d. Open Forum - N/A

2. Old Business

- a. Approve Meeting Minutes from April 25th, 2023 meeting (attachment)
 - i. **Joe motion to approve, 2nd Charlie, MSC U**

3. New Business

- a. Board Development
 - i. Podcast Series - Training 6 - Navigating the Intersection of Governance and Management Series; Five Practical Ways to End Excessive School Leader Turnover.
 1. Request feedback from Head of School regarding the Board's support
 - ii. Vote - Renewal of Board Term (Justin Kagin)
 1. Written ballots were distributed, collected, tallied and recorded as a "yes" for Justin Kagin for an additional Board Term. John B and Lou C were polled verbally and indicated "yes".
 - iii. Board members sign/acknowledge conflict of interest & Statement of Faith - Distributed and collected
 - iv. **Final discussion of, and preparation for, annual board retreat***
 1. **Two day agenda reviewed and agreed upon.**
- b. Head of School Report -

- i. Strategic Dashboard Review
 - 1. Community outreach, spoke at Valley Church on Mother's Day.
 - 2. Enrollment on target, as of 5/16, 925
 - 3. Retention on target
- ii. End of Year Review Highlights
- c. Additional Board Committee Reports
 - i. Capital Outlay Committee
 - 1. HVAC Project review - The scope has been revised to include more of the facilities; 4 vendors have been identified to request quotes for revised scope.
 - 2. Joe - Motion to approve an amount, not to exceed \$150,000.00 taken from VCS cash reserves, for playground retrofit, Post Indicator Valve, and gym restrooms ADA compliance upgrade. 2nd Darelyn. MSC U
 - ii. Finance Committee Report
 - 1. Justin - The committee will forecast from 1 enrollment number, no longer presenting high, medium, low.
 - 2. Justin - The committee finalized the policy and review.
 - 3. Justin - The committee will present a forecast in November of 2023 for the board to utilize for tuition considerations.
 - iii. Executive Committee Report
 - iv. **Athletics Committee Report***
 - 1. **Follow up from athletics roundtable**
 - a. **4/27/23 Roundtable was a success with many great ideas from staff, coaches, and parents.**
 - b. **An offer has been extended to Manny Tarango in the capacity of PT Teacher and PT Football Coach.**
 - 2. **ESPY's**
 - a. **The event is sold out and progressing well.**

Federal Grant execution:

Darelyn Motion - "Ben Davis is hereby authorized to execute for and on behalf of the named applicant (Vacaville Christian School), a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the Federal Department of Homeland Security and subgranted through the state of California for the following grant award: FY 2022 nonprofit security grant program." 2nd Charlie MSC U

4. Board Follow Up Items

- a. TBD

5. Upcoming Campus Events:

- a. ESPY's Award Dinner @ Harvest Church (May 19th)
- b. MS Promotion (May 31st)
- c. HS Graduation (June 1st)
- d. End of Year Staff BBQ (June 7th)
- e. Board Retreat (June 9-10th)

- f. 2023-24 School Year August Dates:
 - i. New Faculty Training (Aug. 7-11th)
 - ii. All Faculty Return/Orientation (Aug. 14-18th)
 - iii. First Day of School - 2023/24 School Year (Aug. 21st)

6. VCHS Sporting Events:

- a. TBD

7. Next Board Meeting - Key Discussion Items

- a. Board development / governance podcast series (cont.)
- b. Key FYSA updates for board of directors on upcoming plans and projects for 2023
- c. Board officer election (June)
- d. No board meeting in July (August meeting date - 8/15/23)

8. Head of School Evaluation

9. Prayer and Adjourn Meeting Joe motion to adjourn, 2nd Jeff MSC U

Next Meeting: June 9th - 10th (retreat)

Devotion: Joe Dingman