



BOARD OF DIRECTORS

Vacaville Christian Schools
August 15, 2023

MINUTES

Board of Directors:

*(current term, end of current term)

Joe Dingman - Chairman *(2nd, 8/2023)	Charlie Meadows - Vice Chair * (1st, 10/2025)
Justin Kagin - Treasurer *(2nd, 5/2026)	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 Joe, Charlie, Lou, Justin, Darelyn, Ben, and Debbie.
- b. Call Meeting to Order 6:10 PM
- c. Devotional - Joe Summary: Do not assume everyone is "OK" even believers and individuals who appear OK. Check in and be involved. Provide support to your brothers and sisters even if they say no but appear in distress. God calls us to love one another.
- d. Open Forum - No one in attendance for open forum

2. Old Business

- a. Approve Meeting Minutes from July 18th, 2023 meeting (attachment)
 - i. **Joe motion to approve, Charlie 2nd, MSC U**

3. New Business

- a. Board Development
 - i. Interview prospective board member, Jason Lane*
 1. Director Applicant Interview - J Lane
 - a. Discussion, Joe will reach out to Jason as a follow up to the interview.
 - b. **Darelyn motioned to extend an invitation to Jason Lane to join the VCS Board of Directors. Charlie 2nd, MSC U**
 - ii. Podcast Series - Training was postponed given the time allotted for a new board applicant interview - the training link was sent to board members for viewing and a discussion will be added to September's agenda.
 - i. Board officer election / succession planning updates*
 1. Joe would like to stay on the team for a few more months to concentrate on large community church partners as well as

to develop and grow the Falcon Foundation. Joe's second term expired. He is proposing to stay on the board through April of 2024.

a. Lou made a motion to extend Joe on the board through April 2024. Charlie 2nd, MSC U

b. Head of School Report -

i. Beginning of year all school report*

1. Academic Program update -

a. Faculty and instructional expertise skills - new K-12 teachers.

b. Professional development - Mentorship and onboarding programs developed.

c. Varied and diverse education - different 6th electives New electives, ASL3 for example. Mission class (2.0) teaching service and leadership.

2. Teacher Recruitment all positions filled

3. Successful and effective onboarding for new teachers

4. Mentorship program kick off and a department lead for all grades

5. Philosophical and faculty review process

6. Steps to roll out strategic priorities 1 - 4

a. Reviewed Profile of a Graduate

b. 2023-2024 Strategic Priorities

7. Ben gave each board member the printed magazine Head of School Report for 2022-2023

ii. Capital Tier 1 FYSA Updates (Debbie Huntley)

1. Ben shared pictures of the new roof(s), playground, asphalt and tree boxes. He also updated the HVAC progress. Asbestos abatement and pipe repair is complete.

2. Reviewed the variance report to budget for Tier 1 projects,

iii. Revisit 2023-2024 Head of School Strategic Priorities

1. See card with 2023-2024 Strategic Plan & Priorities

iv. Computer hardware replacements - board discussed that we are in need of replacing all computers in each elementary classroom and administration units. Perhaps consider leasing.

1. Ben will prepare a quote for the next board meeting

c. Additional Board Committee Reports

i. Finance Committee Report*

1. See Finance Committee notes from August 11, 2023. All KPIs were met

2. Net Revenue expected to be on track with the budget.

3. Amend 2023-2024 school year budget - Timeline - the Finance Committee will meet on September 19 at 6:00 PM and the budget will be presented for approval on September 21st, during the full board meeting.

ii. Executive Committee Report

1. See Executive Committee notes from August 3, 2023

iii. Athletics Committee Report

1. See Athletic Committee notes from August 11, 2023

- d. Update on Conservatory, hired an elementary and middle school band teacher. Justin, We do not currently have a Director? The conservatory is being restructured. We have a Department Lead for Fine Arts and each age level and the radio program. Currently looking for a part time Symphony and Jazz Teacher. Will communicate the changes to parents and update the board in September.

4. Board Follow Up Items

- a. **Gather Falcon Foundation for a meeting to discuss next steps**
- b. **Reach out to Jason Lane to extend invitation to join Board of Directors**
- c. **Finance Committee meet to develop/review proposed Budget Revision**
- d. **Ben to discuss, with his team, the possibility of selling printed Head of School Report at cost.**

5. Upcoming Campus Events (Fall):

- a. New Faculty Training (Aug. 7-11th)
- b. Summer Camp Ends (Aug. 11th)
- c. All Faculty Return/Orientation (Aug. 14-18th)
 - i. All staff orientation welcome on morning of Monday, August 14th - all board members are invited to attend (Valley Church)
 - ii. All staff luncheon on Friday, August 18th (MP)
- d. First Day of School - 2023/24 School Year (Aug. 21st)
- e. Football - Military Appreciation Night (Sept. 8th)
- f. Middle and High School Retreat (Sept. 11th - Sept. 14th)
- g. Fall State of the School (Sept. 28th)
- h. Pastor Appreciation (Oct. 4th)
- i. K-12 Fun Run (Oct. 5th)
- j. Homecoming and Football Senior Night (Oct. 20th)
- k. Country Fair (Oct. 26th)
- l. Professional Development Day / All Staff Meeting (Nov. 9th)

6. VCHS Sporting Events:

- a. TBD

7. Upcoming Board Meeting(s) - 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. Beginning of year all school report (August)
- a. Strategic planning update (August / September)
- b. Fall all school community event (previously called, "Building for the Future") (September)
- c. Board of Directors welcome to new VCS staff (September)
- d. Annual budget final (September)
 - i. Schedule finance committee to evening meeting, with proposed budget as primary discussion / focus

- ii. “Light” discussion of annual budget in traditional BOD meeting, since bulk of discussion / planning would have been done during finance committee meeting
- e. Report from HS student council (October)
- f. Tuition prices / evaluation for the following school year (November)
- g. Fundraising updates (Boosterthon) (November)

8. Prayer and Adjourn Meeting 9:55 PM

Next Meeting: September 21th, 2023

Devotion: Dorace Lynch