



BOARD OF DIRECTORS

Vacaville Christian Schools
January 16th, 2024

MINUTES

Board of Directors:

*(current term, end of current term)

Joe Dingman - Chairman *(3rd, 4/2024)	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)
Clinton Varty - Member at Large *(1st, 10/2026)	Jason Lane - Member at Large *(1st, 9/2026)
Chris Gray - Member at Large *(1st, 1/2027)	
Ben Davis - Board Member Ex-Officio, Head of School	

- a. Record Attendance
 - i. Lou, Joe, Charlie, Darelyn, Jason, Chris, Ben, Clinton, Jeff, John, Lynda, Dorace, Justin
- b. Call Meeting to Order Joe called to order 6:07 PM
- c. Devotional - Darelyn Pazdel New Year's Resolution
- d. Open Forum
 - i. No one present for open forum

2. Old Business

- a. Approve Meeting Minutes from November 14th, 2023 meeting (attachment)
 - i. **Clinton motion to approve November 14, 2023 minutes, Charlie 2nd, MSC U.**

3. New Business

- a. Board Development
 - i. Podcast Series - Training - Board minutes and priorities
 1. Joe summarized the board's efforts to streamline the board meetings and use the dashboards to review the school's metrics. We have also worked to keep the information detailed during the committee meetings- and then only review during the board meeting. Remain a policy making board versus a school operation board.
 - ii. January board policy review(s)
 1. The board will continue to commit to reviewing policies during meetings. This meeting we reviewed the board survey in place of the policy review.
 - iii. Complete school board self-evaluation
 1. Each board member completed the Self Evaluation during the meeting (link from email) and results were reviewed.
- b. Head of School Report -
 - i. Updates on 2023-2024 Head of School Strategic Priorities

1. VCS Writing Curriculum update
 2. Fan Program explanation and invitation
 3. Email to families with new tuition rates - it will outline the rates with some explanation and this document draft is in the drive for board members.
 4. Vacaville Unified approved Kairos to offer high school.
 5. Beginning next month, we will review enrollment goals for the 24-25 school year.
- ii. Review and approve next school year master school calendar
 1. Reviewed the year at a glance 2024-2025.
 - a. Retreat? Moving high school students to Mount Herman this change will force us to have different retreats for middle school and high school. MS 9/9-9/13 HS 9/16-9/20 and Ben will add these to the master calendar.
 - b. Ben will add high school graduation date and middle school promotion dates.
 - c. Clinton motioned to approve the year at a glance 2024-2025 with the addition of adding retreat dates, middle school promotion date and high school graduation date. Jason 2nd, MSC U
- iii. Annual gala / Crab Feed review and discussion
 1. Ben gave the board a summary of this year's Crab Feed event.
 - iv. Review fall parent survey results
 1. Each board member was shown where to find the survey results on the share drive.
 2. Key notes; review why new families came to VCS. Largely it's because of the Christian environment. Number 2 is academics. Areas of growth include communication, teacher growth, security, programs, and technology.
 - v. Strategic Dashboard Review (including new admissions "scoreboard")
- c. Additional Board Committee Reports
 - i. Finance Committee Report*
 1. Review and approve annual 990
 2. Review and approve audit report
 - a. Ben indicated that the finance committee has reviewed the audit report, each board member has a copy of it. Committee had no further comments.
 - i. Joe motion to approve the audit report as submitted, Clinton 2nd, MSC U
 - ii. Executive Committee Report
 - iii. Athletics Committee Report

4. Board Follow Up Items

- a. Closed session with board members absent Ben and Lynda. The board reviewed the Head of School Performance Evaluation.
 - i. Joe would like to gather the Executive Committee to review the performance evaluation with Ben and to review/update his contract.

*'Most Important Thing' Major Discussion Topic

5. Upcoming Campus Events (Fall):

- a. FAN Team Event (Feb. 8th) - Ben explained the event to board members
- b. Coffee with Head of School (Feb. 9th)
- c. Staff Professional Development Day / Campus Closed (Feb. 15th)
- d. Campus Closed (Feb. 16th & 19th)
- e. VCS Crab Feed (Feb. 24th)
- f. EE Grandparent's Day (March 5th)
- g. MS/HS Grandparent's Day (March 6th)
- h. EL Grandparent's Day (March 7th)
- i. Dr. Aaron Howard Visit / Staff Quarterly Meeting (March 13th)
- j. Staff Appreciation Weed (March 18-22nd)
- k. Good Friday / Campus Closed (March 29th)
- l. Easter Break (April 1 - 5th)
- m. EL Mornings with Mom (April 30th)
- n. National Day of Prayer Breakfast (May 2nd)
- o. Staff Quarterly Meeting (May 8th)
- p. KR Promotion (May 2st)
- q. 8th Grade Promotion (May 29th)
- r. HS Graduation (May 30th)
- s. Campus Closed (May 31st)

6. VCHS Sporting Events:

- a. Women's Basketball v. Highlands - Fri., Jan. 19th @ 6pm
- b. Men's Basketball v. Highlands - Fri., Jan. 19st @ 4:30 pm - JV/7:30pm
- c. Women's Basketball v. San Juan - Thurs., Jan. 25th @ 6pm
- d. Men's Basketball v. San Juan - Thurs., Jan. 25th @ 7:30pm
- e. Men's Soccer v. Rio Vista - Mon., Jan. 29th @ 4pm
- f. Women's Soccer v. Rio Vista - Mon., Jan. 29th @ 6pm
- g. Women's Basketball v. Rio Vista - Tues., Jan. 30th @ 6pm
- h. Men's Basketball v. Rio Vista - Tues., Jan. 30th @ 7:30pm
- i. Men's Soccer v. Woodland - Wed., Jan. 31st @ 4pm
- j. Women's Soccer v. Woodland - Wed., Jan. 31st @ 6pm
- k. Women's Basketball v. Esparto - Thurs., Feb. 2nd @ 6pm (Senior Night)
- l. Men's Basketball v. Esparto - Thurs., Feb. 2nd @ 7:30pm (Senior Night)
- m. Men's Soccer v. Golden Sierra - Wed., Feb. 7th @ 4pm (Senior Night)
- n. Women's Soccer v. Golden Sierra - Wed., Feb. 7th @ 6pm (Senior Night)

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. Review employee survey results (February)
- d. Head of school evaluation (February - June)
- e. Continuous enrollment deadline (March)
- f. Review and approve 2024-2025 school year preliminary financial plan (March)
- g. Discussion / planning for board annual retreat in June (March / April)
- h. Board Officer Election (May)

8. Prayer and Adjourn Meeting

Adjourned 9:40 PM Joe closed us in prayer.

Next Meeting: February 20th, 2024

Devotion: Ben Davis