



# BOARD OF DIRECTORS

Vacaville Christian Schools  
April 23rd, 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	

### 1. Opening Items

- a. Record Attendance Joe, Justin, Lou, Dorace, Chris, Ben, Charlie, John, Darelyn, Jeff, Jason, Clinton (was not present for the meeting minute approval) Debbie Huntley, and Lynda Snelgrove.
- b. Call Meeting to Order 6:04 PM
- c. Devotional - Lou Cabral Psalm 23; read in comfort and know that He is always to be with you. Joe opened us in prayer.
- d. Open Forum No one present

### 2. Old Business

- a. Approve Meeting Minutes from March 19th, 2024 meeting (attachment)
  - i. **Chris motioned to approve, Dorace 2nd MSC U**

### 3. New Business

- a. Podcast / Policy
  - i. Podcast Series - Training - Financial leadership and oversight and policies. Reviewed the Internal Control Policy.
  - ii. April board policy review(s)
    1. Dress Code Policy, 600.3
    2. Maximum Class Size Policy 600.6
- b. Head of School Report -
  - i. Strategic Dashboard Review (including new admissions "scoreboard")
    1. Admissions Scoreboard - on track
    2. Applications - on track
  - ii. Updates on 2023-2024 Head of School Strategic Priorities
    1. Diversity, Unity and Belonging - Dr. Aaron Howard delivered a chapel message and provided staff and board training. Debbie will email out the private YouTube link of Dr. Howard's training, Board members will watch it prior to the next board meeting and Darelyn will track everyone's completion.
  - iii. Key Academic Updates:
    1. Curriculum review status update

- a. Reviewing new writing program materials available for board members to review during the meeting. Training will take place in June to push the curriculum to teachers.
    - b. Moving into a 3 year Young Preschool Program. Reviewed the plan.
  - 2. Teacher recruitment status update
    - a. Largest recruiting opportunity is in our Preschool Program.
- c. Additional Board Committee Reports
  - i. Finance Committee Report
    - 1. On track with budget.
  - ii. Executive Committee Report
    - 1. Crab Feed / Golf Tournament: The vision is to transition to a Golf Tournament next year, and not host a Crab Feed. Then begin planning for the 50 year Celebration Gala in 2027.
  - iii. Capital Committee Report
    - 1. The California Non-Profit Safety Grant; VCS was not funded.
    - 2. Facilities Needs Assessment, reviewed the tiers of need 1 to 3. Reviewed the previous board decision to make facility improvements per tier 1. Moving forward, repair anything that arises in need from tier 1 and save all other funds for Falcon Field replacement. Other areas to look at are the ADA Compliance needs. The school has undergone a private ADA Compliance Audit, which will be shared during a future meeting.
    - 3. Ben will be installing security/coded gates for preschool entrances.
  - iv. Athletics Committee Report
    - 1. "Recruiting" of VCS athletes
      - a. Local schools are recruiting VCS athletes.

#### 4. Board Development

- a. Board member terms / succession planning
  - i. **Vote: Vote taken by paper ballot and tallied by Secretary. Unanimous to seat Lou Cabral for a 2nd Team.**
- b. New Executive Team / Officer Elections
 

**Joe nominated Jeff Krulick, Chris seconded**  
**John nominated Justin Kagin, Lou seconded**  
**Vote: Vote taken by paper ballot and tallied by Secretary. 9 votes registered for Jeff Krulick; 2 votes registered for Justin Kagin. By majority, Jeff Krulick is seated as Chair of the Board.**  
**The current Executive committee as of April 23, 2024 is:**  
**Chair of the Board - Jeff Krulick**  
**Vice Chair of the Board - Charlie Meadows**  
**Treasurer of the Board - Justin Kagin**  
**Secretary of the Board - Darelyn Pazdel**

- 1. **The board presented Joe Dingman with a gift in honor of his last board meeting,**

#### 5. Upcoming Campus Events (Fall):

- a. **EL Mornings with Mom (April 30th)**
- b. **National Day of Prayer Breakfast (May 2nd)**
- c. **Staff Quarterly Meeting (May 8th)**

- d. ESPY Awards Dinner (May 17th)
- e. KR Promotion (May 21st)
- f. Kindergarten Promotion (May 23rd)
- g. Campus Closed (May 27th)
- h. 8th Grade Promotion (May 29th)
- i. HS Graduation (May 30th)
- j. Campus Closed (May 31st)

#### **6. 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. Discussion / planning for board annual retreat in June (March / April)
- d. Board Officer Election (June)
- e. Board retreat (June - date TBD)
- f. No board meeting in July (August meeting date - TBD)
- g. Beginning of year all school report (August)
  - a. Follow Up on Key Board Retreat Items (August)
  - b. Fall all school community event (previously called, "Firm Foundations - Strong Future") (August)
  - c. Strategic Planning Update (August / September)

#### **7. Head of School Evaluation**

#### **8. Prayer and Adjourn Meeting**

**Next Meeting: May 21st, 2024**

**Devotion: Lou Cabral**