



BOARD OF DIRECTORS

Vacaville Christian Schools
January 21, 2025

MINUTES

Board of Directors:

*(current term, end of current term)

Jeff Krulick - Chairman *(1st, 11/2025)	Charlie Meadows - Vice Chair * (1st, 10/2025)
Justin Kagin - Treasurer *(2nd, 5/2026)	Darelyn Pazdel - Secretary *(2nd, 7/2027)
John Biard, Member at Large *(2nd, 6/2025)	Lou Cabral - Member at Large *(2nd, 12/2026)
Dorace Lynch - Member at Large *(1st, 9/2025)	Jason Lane - Member at Large *(1st, 9/2026)
Clinton Varty - Member at Large *(1st, 10/2026)	Chris Gray - Member at Large *(1st, 1/2027)
Ben Davis - Board Member Ex-Officio, Head of School	

1. Opening Items

- a. Record Attendance - Ben, Justin, Clinton, Dorace, John (virtual), Darelyn, Chris, Lou
- b. Call Meeting to Order at 6:15 pm
- c. Devotional - Dorace Lynch ("Resource Constraints" - the story of loaves and fishes. God tells us that there is always enough. We have to trust that God will provide.
- d. Open Forum - No one present

2. Old Business

- a. Approve Meeting Minutes from November 19th, 2024 meeting (attachment)
Motion to Approve: Clinton, 2nd: Dorace

3. New Business

- a. Board Development
 - i. Podcast Series - Training - Broken Promise (Duty of Loyalty, Duty of Oversight and Duty of Obedience).
- b. Head of School Report -
 - i. Updates on 24-25 Head of School Strategic Priorities and Vision for 2025
 1. Spiritual Development - Mission Service week (Feb. 10th)
 2. Fine Arts - Elementary and Middle School band program, instrument rental program, Spring theater performance on March 21-22nd.
 3. Technology - Updating parent contact information in PowerSchool. Emails going out to parents on Jan. 27, 2025.
 - ii. Update - Recruitment for Assistant Head of School for Operations and HR
 1. Job description officially posted on Jan.13, 2025. Clinton Varty has applied for the job, and has chosen to step down from the Board of Directors effective immediately, during the application process. If Clinton Varty is not selected for the position, he will be reinstated to the Board of Directors.
 - i. Donor development / fundraising "scoreboard" review - 2024 final results
 1. Review 2025 spring development goals. Preview admissions goals scoreboard (2025/2026 admissions cycle)
 - a. As of Fall 2024, giving includes: 53 development meetings, \$189,428 in immediate gifts, \$72,691 in multi-year gifts, and 16 new donors to VCS.
 - b. Goal for Spring 2025, target is to raise \$50,000 at Golf Classic, conduct 20 donor meetings, achieve alumni spring goals,

- growing presence on social media, alumni stories and newsletter and growing alumni contact list.
- c. Admissions goals - As of Fall 2024, we had 85% retention rate. Current goal is 86.5% retention + 200 new applications, this would increase enrollment to over 1,000 students.
- iii. All school spiritual emphasis (and service) week preview
 - 1. Scheduled for February 10-13, 2025. Mission service week is scheduled for all Preschool through High School students.
- iv. Review (approval needed) 2025/2026 master calendar ("Year At A Glance")
 - Lou motioned to adopt the 2025-2026 Year at a Glance as presented, 2nd: Clinton MSC**
- v. Falcon Field project discussion and preview
 - 1. Bids, renderings and video shared showing progress toward Falcon Field replacement.
- c. Additional Board Committee Reports
 - i. Finance Committee Report
 - 1. Review and approve 2023/2024 fiscal year audit
 - a. Clinton motioned to approve the 2023/2024 fiscal year audit draft report. 2nd: Chris MSC**
 - ii. Executive Committee Report
 - iii. Athletics Committee Report
 - 1. Football update - VCS is considering transitioning from an 11-man to 8-man football program for the 2025 season. CIF requires a decision by Jan. 31, 2025.

4. Board Follow Up Items

- a. N/A

***'Most Important Thing' Major Discussion Topic**
^Approval Required

5. Upcoming Campus Events (Fall):

- a. Spiritual Emphasis Week - (Feb. 10 - 13th)
- b. Campus Closed - Presidents Weekend (Feb. 14th & 17th)
- c. MS/HS Grandparents Day - (March 5th)
- d. Elementary Grandparents Day - (March 6th)
- e. Preschool Grandparents Day - (March 7th)
- f. Campus Closed - Professional Development Day (March 14th)
- g. Beauty & The Beast Musical (Harvest Church) - (March 21st & 22nd)
- h. Staff Quarterly Meeting - (March 26th)
- i. Staff Appreciation Week (March 24-28th)
- j. VCS Golf Classic (Green Valley Country Club) - (April 7th)
- k. Campus Closed - Easter Break (April 14th - 21st)
- l. VolleyPuff Game - (April 24th)
- m. Mornings with Mom - (April 29th)
- n. Alumni Led Chapel - (April 30th)
- o. National Day of Prayer Breakfast - (May 1st)
- p. Staff Quarterly Meeting - (May 7th)
- q. KR Promotion - (May 20th)
- r. Kindergarten Promotion - (May 22nd)
- s. Campus Closed - Memorial Day - (May 26th)
- t. Middle School Promotion - (May 28th)
- u. High School Graduation - (May 29th)
- v. Campus Closed - (May 30th)
- w. Summer Camp Begins - (June 2nd)
- x. End of the Year Staff BBQ - (June 4th)

6. VCHS Sporting Events:

- a. Men's Soccer v. Woodland Christian - Tues., Jan. 21st @ 6pm
- b. Women's Soccer v. Woodland Christian - Tues., Jan. 21st @ 4pm
- c. Men's Soccer v. Golden Sierra - Mon., Jan. 27th @ 6pm
- d. Women's Soccer v. Golden Sierra - Mon., Jan. 27th @ 4pm
- e. Men's Soccer v. Lindhurst - Thurs., Jan. 30th @ 4pm
- f. Women's Soccer v. Lindhurst - Thurs., Jan. 30th @ 2pm
- g. Men's Soccer v. Rio Vista - Thurs., Feb. 6th @ 6pm (Senior Night)
- h. Women's Soccer v. Rio Vista - Thurs., Feb. 6th @ 4pm (Senior Night)
- i. Men's Basketball v. Highlands - Tues., Feb. 11th @ 4:30 (JV)/ 7:30 pm
- j. Women's Basketball v. Highlands - Tues., Feb. 11th @ 6pm
- k. Men's Basketball v. Rio Vista - Thurs., Feb. 13th @ 7:30 pm (Senior Night)
- l. Women's Basketball v. Rio Vista - Thurs., Feb. 13th @ 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 projects for 2025
- c. Review and approve next school year master school calendar (January)
- d. Annual fundraising event (golf tournament, 2025) discussion (February)
- e. Complete school board self evaluation (February)
- f. Review and approve annual 990 (February)
- g. Review employee survey results (February)
- h. Head of school evaluation (February - June)
- i. Continuous enrollment deadline (March 1st)
- j. Board Officer Election (March)
- k. Review and approve 2025-2026 school year preliminary financial plan (March)
- l. Discussion / planning for board annual retreat in June (March / April / May)

8. Prayer and Adjourn Meeting

Next Meeting: February 18, 2025

February Devotion: Charlie Meadows