



BOARD OF DIRECTORS

Vacaville Christian Schools
October 21, 2025

MINUTES

Board of Directors:	<small>*(current term, end of current term)</small>
Jeff Krulick - Chairman *(1st, 11/2025)	Charlie Meadows - Vice Chair * (1st, 10/2028)
Justin Kagine - Treasurer *(2nd, 5/2026)	Darelyn Pazdel - Secretary *(2nd, 7/2027)
John Biard, Member at Large *(2nd, 6/2028)	Lou Cabral - Member at Large *(2nd, 12/2026)
Dorace Lynch - Member at Large *(1st, 9/2028)	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

- Record Attendance Ben, Jeff, Charlie, John, Ben, Jason, Debbie, Lynda, Lou, Clinton, Justin
- Call Meeting to Order
- Devotional - Jeff Krulick
- Open Forum

2. Old Business

- Approve Meeting Minutes from September 25th, 2025 meeting (attachment)
 - Motion to approve by Charlie, 2nd by Justin MSC U**

3. New Business

- Board Development
 - Podcast Series - Training
 - Board Election - Jeff Krulick for 2nd term
 - Ballots were distributed to vote for Jeff Krulick serving a second term. 5 votes were cast and there were 5 yes votes.**
 - Jeff was seated for a second term as a member at large.**
 - Board Self Evaluation - Complete and Discuss Results - conclusion is that the board is operating effectively
 - October board policy review(s) - Nepotism - 400.5 - revised to update the definition of close personal friend to the following:
Relationships Creating a Conflict of Interest
For purposes of this policy, the term Relationships Creating a Conflict of Interest includes:
 - A current romantic relationship with an Employee,
 - Sharing a household with an Employee, or
 - A direct business or financial relationship/transaction with an Employee, other than through a public exchange.

Charlie motioned, Lou 2nd - policy update approved. MSC U
- Head of School Report -
 - Updates on 2025-2026 Head of School Strategic Priorities

1. Discussed revised Rick Newberry proposal - 2 day study - Day 1 - Retention / Enrollment, Day 2 - Marketing Assessment / **Board voted on approving \$12,500 for the proposal + \$2,500 in travel for a total of \$15000. Charlie motion, Jason 2nd. MSC U**
2. Spiritual life strategic update - Ben presented an idea for building a VCS Father-Son Discipleship Program

- ii. Donor development / fundraising “scoreboard” review
 1. Donor development efforts
 2. Fun Run update - most shirt sponsors - 107k collected / \$85,280 take home - highest yet
 3. 50th Gala - Ticket Pricing / Event P &L Discussion
- iii. Brief Operations Update - Paylocity / Paycom “Look Ahead” - will move forward to get a solidified bid on Paycom along with 3 other bids.

- c. Additional Board Committee Reports
 - i. Finance Committee Report*
 - ii. Executive Committee Report
 - iii. Athletics Committee Report

4. **Board Follow Up Items**
 - a. N/A

***“Most Important Thing’ Major Discussion Topic**

5. **Upcoming Campus Events (Fall):**
 - a. Country Fair (Oct. 23rd)
 - b. Grandparent Breakfast (Oct. 30th)
 - c. Parents of Alumni - Coffee with HOS (Oct. 31st)
 - d. Speech Competition @ Roland Center (Nov 5)
 - e. Professional Development Day / All Staff Meeting (Nov. 10th)
 - f. Powder Puff Game (Nov. 21st)
 - g. Canned Food Drive (Nov. 17-21st)
 - h. Thanksgiving Break (Nov. 24-28th)
 - i. Staff Quarterly Meeting (Dec. 10th)
 - j. Christmas Break (Dec. 22-Jan 6th)
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 2025
 - c. Strategic planning update
 - d. Fall all school community event - “Firm Foundations - Strong Future” (previously called, “Building for the Future”) (October)
 - e. Fundraising updates (Boosterthon) (October)
 - f. Tuition prices / evaluation for the following school year (November)

7. Prayer and Adjourn Meeting

Next Meeting: Tuesday, November 18th

Devotion: Jason Lane

POLICY TITLE:
NEPOTISM

Policy Number **400.5**
REVISED **2025**
DATE ADOPTED **October 2017**

PURPOSE:

The purpose of this policy is to avoid favoritism, the appearance of or potential for favoritism, and conflicts of interest and loyalty often associated with nepotism. Nepotism is in many cases, inconsistent with the Board's legal and ethical duties to make decisions based solely on the best interests of the School. Nepotism may also result in the failure to hire or inability to retain the most qualified person for a position, thus depriving the School of a valuable resource, and potentially subjecting the School to claims of discrimination, and/or to financial losses and/or reputational damages.

DEFINITIONS:

For purposes of this Policy, the terms "**Employee**" or "**Staff**" as used throughout this Policy, refer to natural persons regularly engaged to provide services directly to the School, whether full/part time, exempt/nonexempt, temporary or engaged on a contract basis, and also those persons regularly providing services on a volunteer basis, such as Board or committee members for example.

A **Relative** is defined as any person related by blood or act of law within 3 degrees of a current Employee (i.e. great grandchild/parent, first cousin, etc, where there are no more than two intervening generations/persons). This definition also applies when an existing Employee becomes a Relative subsequent to employment.

Relationships Creating a Conflict of Interest

For purposes of this policy, the term **Relationships Creating a Conflict of Interest** includes:

- A current romantic relationship with an Employee,
- Sharing a household with an Employee, or
- A direct business or financial relationship/transaction with an Employee, other than through a public exchange.

The term "**Employment Decision**" relates to any exercise of discretion whether binding or advisory, as it relates to the hiring, firing, promotion, compensation, review, work hours, discipline or termination, of an Employee.

POLICY:

It shall be the School's practice to encourage Employees to refer well-qualified applicants for open positions. However, except as otherwise provided for herein, no Employee may make, participate in, or attempt to influence Employment Decisions or other business decisions involving a Relative or Relationships Creating a Conflict of Interest , or pressure or cause others to do so.

Except as otherwise set forth herein, no manager or supervisor may have any direct or indirect reporting or supervisory relationship over a Relative or Relationships Creating a Conflict of Interest. An exception to this Policy may be made by the CEO/Head of Schools for any Employee other than the CEO/Head of Schools, provided that any such exception is supported by a management plan documented in the files of the affected Employees outlining procedures that will be enforced to mitigate possible conflicts of interest. Such management plan must address reporting relationships, supervision, and evaluation so as to ensure that there will be no Employment Decisions based upon the relationship between the parties. A review of the management plan must take place in the event of any change in reporting relationships, and appropriate revisions must be made. An exception to this Policy may be made by the Board for a request made by the CEO/Head of Schools, subject to the same requirements as set forth above.

Notwithstanding the foregoing, no exception to the prohibition against nepotism may be made for any position in the fields of Audit/Accounting/Finance/HR or Legal without Board approval.

This policy is in addition to and must be construed to harmonize with the Conflict of Interest Policy.

Employees must self-report in writing to the CEO/Head of Schools before they make, participate in, or attempt to influence (or cause others to make, participate in, or attempt to influence) decisions covered by this policy. If the relationship involves the CEO/Head of Schools, then reporting must be made to the Board.

In the event of doubt, all determinations should be made in compliance with this Policy, or reported to the Board for a determination.

Willful failure to comply with this Policy, including disclosure obligations, may be subject to discipline up to and including termination of employment and/or criminal/civil penalties for any damages which may result therefrom.

IMPLEMENTATION:

This Board Policy is effective upon the date of adoption and will be implemented by consistent policy to be set forth in the Employee Handbook or elsewhere, at the direction of the CEO/Head of Schools. In the absence of such adoption by the CEO/Head of Schools, this Policy shall apply to all Employees as written, within thirty days of the date of adoption, and shall apply retroactively to all existing Employee relationships addressed herein.