

APPROVED



Vacaville Christian Schools

Minutes

Board Meeting - February 28, 2017

Date and Time

Tuesday February 28, 2017 at 6:00 PM

Location

821 Marshall Rd., High School Room 202

Directors Present

A. Grafals, A. Kennedy, B. Pazdel, D. Martian, M. Alexander, S. Jacobs

Directors Absent

B. Craig, T. Spinardi

Non Voting Members Present

P. Harrell

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Jacobs called a meeting of the board of directors of Vacaville Christian Schools to order on Tuesday Feb 28, 2017 at 6:00 PM.

C. Devotion

Devotion Highlights:

- Scripture: Luke 11:9
- We all need a friend to talk to or lean on.
- Sometimes in our need, we misread the people we rely on.
- The Lord is the one friend that will never betray you.
- Even though He doesn't give us everything we want, there is one gift He always gives – the Holy Spirit.
- Lord, fill us with your Holy Spirit so that we can honor and serve you.

D. Open Floor

Guests present:

Cheryl Barker, Destiny Barker, Shawn Brown, George Everett, Jolene Everett, Laura Everett, Rachel Everett, Krystina Jackson, Travis Jackson, Sarah Jones, David Kuch, Sonia Kuch, Ricky Lindsey, Aisha Watts

The Board introduced themselves to the guests present.

The guests in attendance included parents, students and faculty members. The Board provided time for those who wanted to ask questions, present information or discuss their concerns. The guests present were united in their concerns of recent personnel changes and issues. Others wanted to see a Board meeting and what was involved.

The Board thanked each person for sharing their concerns and opinions and assured them that the information they shared would be taken into consideration.

All guests left the meeting at 7:45 p.m.

The Board continued discussing the issues that had been shared during the Open Floor session.

Paul Harrell, Head of School, was instructed to research the issues and concerns that had been discussed. He will keep the Board well informed on the findings.

II. Committee Reports

A. Advancement/Marketing

Paul Harrell, Head of School, reported there are 10 tickets remaining for the Crab Feed.

Each Board member was reminded to complete their donation for the All Board donation to the Crab Feed.

B. Board Development

Anthony Grafals presented the Board with the minutes of the February 13, 2017 Board Development Committee meeting.

A draft of the Conflict of Interest policy was provided to all members present. All members were requested to review the draft policy and forward any questions or comments to Anthony Grafals as soon as possible. The revised policy will be presented to the Board at the March 21, 2017 Board meeting.

i. Board On Track

Scott Jacobs opened a discussion on the use of the Board on Track program that was proposed during the Board Retreat and the January Board meeting. Scott reviewed that this tool will assist the Board with Head of School evaluations as well as provide consistency for current and future Boards. All members were asked to make a commitment to train and utilize the program.

It was agreed Scott Jacobs will move forward in discussions with the Board on Track representative.

ii. Board Attendance Calendar

All members were encouraged to attend the above-mentioned events.

C. Finance

Ted Spinardi submitted the following resignation from the Treasurer position via e-mail:

"To best facilitate my transition off the Board of Directors at VCS, I believe it is best for me to resign my position as Treasurer of VCS effective 7:00 p.m. February 28, 2017."

The Board agreed to accept the above resignation.

T. Spinardi made a motion to appoint Becky Craig to fill the position of Treasurer effective immediately.

B. Pazdel seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Executive

Scott Jacobs reviewed the Executive Committee's meeting held on January 26, 2017.

Items discussed:

- Board on Track
- Crab Feed Update
- Student Life Committee
- Middle School Retention update
- Business Office succession plan

- Potential restructuring administration costs
- Graduation plan update

E. Head of School

No additional information to report.

III. New Business

A. New item

Anthony Grafals requested the Board discuss holding periodic sessions for parents to meet with the Board. The Board agreed to consider this proposal.

B. New item

Scott Jacobs reiterated that Board on Track will assist in Board communication and transparency with VCS families.

C. New item

Bejan Pazdel requested an update on the action items discussed during the Board Retreat. Scott Jacobs reported that Board on Track will be used to help evaluate the Board as well as strategic planning.

IV. Action Items

A. Review

- In-depth investigation into items discussed during the Open Floor session – Paul Harrell

V. Closing Items

A. Next Board Meeting

Next Board Meeting - March 21, 2017
Devotion - Amy Kennedy

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:25 PM.

Respectfully Submitted,
S. Jacobs