



Vacaville Christian Schools

Minutes

Board Meeting - March 21, 2017

Date and Time

Tuesday March 21, 2017 at 6:00 PM

Location

821 Marshall Rd., High School Room 202

Directors Present

A. Grafals, A. Kennedy, B. Craig, B. Pazdel, D. Martian, S. Jacobs

Directors Absent

M. Alexander, T. Spinardi

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 Mar 21, 2017 at 6:00 PM.

C. Devotion

"Discerning Prayer"

Devotion Highlights:

- Scripture references – Romans 12:2, 1 Corinthians 2:10-12, 2 Peter 1:19-21
- How does the Board make our decisions for our school? Always with prayer and the direction of God's Word.
- Spiritual discernment is calling on the Holy Spirit to lead or give direction on a matter.
- Five Guidelines can be utilized when seeking discernment:
 - Ability to discern God's will comes from being transformed.
 - Discernment of prayer happens within community involving the individual, the Holy Spirit, others and the Scriptures. It requires a dependence on God.
 - Be open to receive guidance. Discernment is based on trusting God and believing that the Holy Spirit will lead us.
 - Discernment is a process. The word discern means to put to the test, examine, discover, approve. The nature of the word suggests a process; therefore discernment will require time, fine-tuning the process in order to hear the Father clearly.

Discernment creates the possibility for innovation by environments that are willing to stretch when enabled by the Holy Spirit.

D. Open Floor

Guests present:

Irma Alvarado, Manny Alvarado, John Carman, Stace Carman, Annamarie Danielson, James Eubanks, Lauren Eubanks, Bridgette Grabowski, Heather Hudson, Seth Jamel, Theresa Jamel, Sarah Jones, Lisa Kroll, Sandie Lawler, David Legoullon, Machille Legoullon, Shelley Peixoto, Cheryl Sealy, Scott Sealy, Christopher Torres, Nicole Torres, Julie Valdez, Brenda Vincent

The Board introduced themselves to the guests present.

The Board provided time for those who wanted to ask questions, present information or discuss any issues and concerns. The majority of guests shared their concerns of recent personnel changes, issues and the leave of absence of the High School Principal.

Maylene Ripley joined the meeting at 6:20 p.m.

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 except Maylene Ripley left the meeting at 7:20 p.m.

II. Committee Reports

A.

Advancement/Marketing

Maylene Ripley, Director of Enrollment, presented the Board with an update and vision for the VCS International Program (VCSIP). This program's mission is to create a diverse global learning opportunity that encourages intellectual and intercultural development by actively promoting international and cross cultural understanding.

VCSIP serves as a major contributor to the school's missions by fostering the following core values:

- Developing students who are critical thinkers and ethical global leaders.
- Challenging students to step beyond the boundaries of what they already know.
- Embracing the scholarly and cultural contribution of international students within the VCS learning environment.
- Encouraging diversity and respect for other people and cultures.
- Developing international students who possess strong communication skills and a desire to achieve academic excellence.
- Provide an environment that is creative, engaging, inspiring, team work driven, within an inclusive community.

The "Why" of the VCSIP

- The practice of Matthew 28. The mission field has come to us.
- Training all our students to become responsible, intelligent, Christ directed contributors to the global community.
- We all learn from each other's knowledge, experiences, and history.

Maylene Ripley, Director of Enrollment, left the meeting at 8:05 p.m.

Paul Harrell reviewed the success of this year's Crab Feed. The 2017-2018 Crab Feed is for February 24, 2018.

The new Student Spirit store is currently under construction. Room 105 will be the location of the new conference room.

Paul Harrell reported that we continue to work with Becki Manley, Fierce Strategy & Creative Agency.

The next Advancement/Marketing meeting is scheduled for March 24, 2017.

B. Board Development

Scott Jacobs reported that Michael Alexander, Member at Large, will be on a personal leave of absence from the Board effective today, March 21, 2017.

Anthony Grafals reported the Board Development Committee has not met this month; several applicants have expressed an interest in being considered for the Board. We are currently waiting for applications to be submitted.

The Board had been scheduled to discuss revisions to the Conflict of Interest policy tonight; this discussion was tabled; item continued to the April 27, 2017 Board meeting.

i. Board on Track

Scott Jacobs reported that utilizing the Board on Track program is moving forward. The Board will be focusing on the Head of School evaluation; this program will be of value in mediating the evaluation process. Each Board member was asked to view the CEO Evaluation online seminar available through Board on Track prior to the April 27, 2017 Board meeting.

The Board agreed upon a completion date of May 31, 2017 for the Head of School evaluation. Scott will coordinate training in the use of Board on Track for all members. It was stressed the importance for each member to fully utilize this program.

Scott Jacobs discussed creating a committee to facilitate the Head of School evaluation. It was agreed the Executive Committee will oversee the process.

The Board continued the discussion of utilizing the Board on Track program to organize and start sharing current Board minutes.

ii. Board Attendance Calendar

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

C. Finance

Becky Craig reported that financials are tracking. The Deferred Compensation report has been reviewed and prepared for filing.

Bank Signature Cards are being prepared to be updated. They will be ready for signatures in the next few days.

Paul Harrell reviewed enrollment and retention reports.

The Board discussed increasing enrollment within the ECE program. Paul Harrell will continue to investigate opportunities to enlarge this program.

D. Executive

Scott Jacobs reviewed the Executive Committee's meeting held on March 10, 2017.

Items discussed:

- The status of action items from the February 28, 2017 Board meeting.
- Changing the schedule for the Executive Committee meeting.
- Tuition Delinquency.
- Beth Mendoza joining the VCS family on March 13, 2017.
- Confirmed committee meeting schedules for March 2017.

Currently the Executive Committee meets on the 2nd Friday following a Board meeting at 12:00 p.m. in the Head of School's office. The Board discussed changing this schedule. It was agreed the meeting will remain as scheduled. The next Executive Committee meeting is scheduled for March 31, 2017.

E. Head of School

No additional information to report other than what was already discussed and addressed tonight.

III. New Business

A. New item

Fundraising ideas were discussed. It was agreed this discussion will continue in the Advancement/Marketing Committee meeting scheduled for March 24, 2017.

B. New item

Board Communication – VCS currently has an Ombudsman program in place through our website. Within this program is a vehicle for communication to the Board. Scott Jacobs will continue to refine this process. The Board discussed the importance of following the proper channel for all communications.

IV. Review Action Items

A. Items:

- Verify the status of the Board on Track invoice – Paul Harrell
- Follow-up with VCS Attorney regarding press release to VCS family – Paul Harrell
- Establish process for parents to submit information for investigators consideration, character references for Mrs. Fogh and encouragement communication to be delivered to Mrs Fogh – Paul Harrell
- Review CEO Evaluation online seminar through Board on Track prior to the next Board meeting – All Board members

V. Discussion and Debriefing Session

A.

New item

The Board agreed to change this section of the Board Agenda to read "Executive Session".

No further discussion.

VI. Closing Items

A. Next Board Meeting

April 27, 2017

Devotion - Bejan Pazdel

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:40 PM.

Respectfully Submitted,
S. Jacobs