

APPROVED



Vacaville Christian Schools

Minutes

VCS Board Meeting

Date and Time

Tuesday May 21, 2019 at 6:00 PM

Location

821 Marshall Rd., Room 202

Board Terms

S. Jacobs- 3rd, 6/2019

S. Jamel- 1st, 9/2020

B. Craig- 1st, 12/2019

B. Pazdel- 3rd, 6/2019

T. Grafals- 2nd, 4/2021

A. Kennedy- 2nd, 5/2019

J. Smotherman- 1st, 5/2021

Directors Present

A. Grafals, B. Craig, B. Pazdel, J. Smotherman, S. Jacobs, S. Jamel

Directors Absent

None

Guests Present

B. Davis

I. Opening Items

A. Call the Meeting to Order

S. Jacobs called a meeting of the board of directors of Vacaville Christian Schools to order on Tuesday May 21, 2019 at 6:00 PM.

B. Record Attendance and Guests

C. Devotion

B. Pazdel gave the devotion titled "The Power of Teamwork".

D. Open Session

No one was present for the open session, however 2 board candidates have been scheduled for interviews.

II. Department/Committee Reports

A. Head of School

B. Davis reported on the following areas within the institution:

- The World View Survey Questionnaire and What Makes VCS Distinctive taken by our students was discussed at some length and will be followed up in more depth in June.
- We are back online with Sage financial software thru April then on a month to month.
- A Finance Administrator and Athletic Director should be in place by July 1.
- Current student retention rates were reviewed.

B. Finance Committee

B. Craig reported on:

- Current financial and enrollment numbers.
- Reviewed the Finance Committee meeting notes of May 13, 2019.
- Motion to modify **"Partial Discounts" to exclude infant/toddler discounts** made to keep policy consistent. **1st** by B. Craig, **2nd** T. Grafals; passed **Unanimously**

C. Advancement/Marketing

B. Davis reported on the following:

- Current Marketing Plans
- Discussed several donations VCS has received.

D. Athletics

B. Pazdel reported on the following regarding Athletics:

- Currently B. Davis serves as A.D. until the position is filled.

- Spring sports have wrapped up with multiple post season awards achieved.
- The Fall programs have finalized schedules, coaches are in place and equipment need/facility needs are met or finalized.

E. Board Development

S. Jamel opened the floor for discussion of the interviewees. These candidates will be considered for further discussion at next month's meeting.

F. Executive Committee

S. Jacob reported on the minutes of the Executive Committee meeting of May 3, 2019.

III. Old Business

A. Approve Minutes

S. Jamel made a motion to approve minutes from the VCS Board Meeting on 04-11-19 VCS Board Meeting on 04-11-19.

J. Smotherman seconded the motion.

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

IV. New section

A. Call to Prayer for Board Officers

The following individuals have been nominated for officers of the VCS Board for 2019-2020:

Chairman- Scott Jacobs

Vice-Chairman- Seth Jamel

Treasurer- Becky Craig

Secretary- Anthony Grafals

Any write-in candidates will also be considered with a vote taking place at the June board meeting.

B. Discussion of Head of School Evaluation

This item will be taken up at the June meeting.

C. Signing of the Statement of Faith and Conflict of Interest Statement

Statement of Faith was signed by all individuals for the 2019-2020 academic year. A motion was made by S. Jamel and seconded by J. Smotherman recognizing and waiving a potential conflict of interest brought forth by T. Grafals. The motion was approved by majority vote and 1 abstention.

V. Closing Items

A. Adjourn Meeting

S. Jamel made a motion to adjourn the meeting at 10:22 PM.

B. Craig seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:22 PM.

Respectfully Submitted,

B. Pazdel