



Vacaville Christian Schools

Minutes

VCS Board of Directors Meeting

Date and Time

Monday November 18, 2019 at 6:00 PM

Location

821 Marshall Rd., Room 202, Vacaville, CA 95687

Directors Present

A. Grafals, B. Craig, D. Perkins, J. Biard (remote), J. Smotherman, S. Jacobs, S. Jamel

Directors Absent

None

Directors who arrived after the meeting opened

A. Grafals

Guests Present

B. Davis

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 Monday Nov 18, 2019 at 6:00 PM.

C. Devotion

Darius Perkins provided the devotion

D. Open Session

II. Old Business

A. Approval of Minutes of the October 15, 2019 meeting.

B. Craig made a motion to approve the minutes from VCS Board of Director's Meeting on 10-15-19.

S. Jamel seconded the motion.

Upon motion duly seconded, the Board unanimously approved the minutes of the October 15, 2019 meeting.

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

III. New Business

A. Head of School Report

A. Grafals arrived.

- Head of school Ben Davis presented information regarding student retention.
- It was also announced that a recent employee complaint resulted in no findings by the EEOC.
- The Head of School lead the Board in a discussion of reallocation of \$15,000 not needed for paving, to extend the area to be paved.
- In response to a question raised by Director Grafals, Mr. Davis reported that bringing JROTC to VCS would not be feasible at this time, based on costs and inadequate interest among students.
- The Head of School lead the Board in a presentation of the results of the most recent parent survey, concluding that the results were similar to the prior year and generally positive.
- New members of the Board were reminded to complete their background checks.
- The Head of School lead the Board in a discussion of the possible replacement of the current 403(b) provider. Following discussion, it was decided that the HOS would continue to investigate and pursue other options, but not execute an agreement until the Board could consider its terms.

B. Finance

- Director Craig, the Treasurer of the Board, lead the Board in a review of the recent Finance Committee meeting discussion (See attached).

- Director Craig also lead the Board in a discussion regarding updating tuition rates and the need to unify rates accross all schools. The Finance Committee will continue to discuss tuition rates with staff.
- Director Craig lead the Board in a discussion regarding the possible refinancing of the note owed to First Northern Bank.

C. Advancement/Marketing

Head of School, Ben Davis, lead the Board in a discussion regarding Advancement / Marketing.

D. Athletics

Director Jamel lead the Board in a discussion regarding athletics, including such topics as crowd behavior at games, appropriateness of music played in the stands, the level of involvement by the AD with the booster club, and the importance of understanding of games by VCS radio announcers.

E. Board Development

Director Jamel lead the Board in discussion of the need to recruit new Board members prayerfully.

F. Executive Committee

Director Jacobs lead the Board in discussion of the November 8, 2019 Executive Committee meeting, including an update on the computer virus attack on the school's computers.

G. Academics Committe

Director Craig lead the Board in a discussion of the activities of the Academics Committee at its November 13, 2019 meeting, which included classroom observations by the Head of School.

IV. Closing Items

A. Adjourn Meeting

Prior to closing, the Head of School lead the Board in discussion of the need to revise testing data used in marketing materials, and classroom observations by the Head of School. Additionally, the Board and the Head of School discussed the appropriate number of AP classes, and a curriculum review including math and social sciences.

The Board also discussed the current policy of not serving or allowing alcohol to be served at school events, including the crab feed.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,
A. Grafals