

Vanguard Classical School (VCS)
Board of Directors' Meeting
May 23, 2019
Beginning at 6:30 PM MT
East Campus
17101 E. Ohio Dr. Denver, CO 80012

MINUTES

ATTENDANCE

- A. Board Members: Danielle Tomwing, Robert Fulton, Harsha Sekar
- B. Employees: Jay Cerny
- C. Guest: Rick Boos and Dawn- Boos Associates

Call to Order/ Pledge of Allegiance/ Roll Call

The meeting was called to order at 7:00 P.M. by Board President Harsha Sekar.
The pledge of allegiance and roll call took place.

PUBLIC COMMENTS

There were no comments from the public.

AGENDA APPROVAL

- A. A motion to amend the agenda to add an Executive Session in regards to Real Estate Lease was made by Robert Fulton and seconded by Danielle Tomwing and the motion carried unanimously.
- B. A motion to approve agenda was made by Robert Fulton and seconded by Danielle Tomwing and the motion carried unanimously.

ACTION/CONSENT ITEMS

A motion to approve the April 25, 2019 minutes was made by Danielle Tomwing and seconded by Robert Fulton. Board members Harsha Sekar, Danielle Tomwing and Robert Fulton voted "Aye" unanimously.

PRESIDENT'S REPORT

The Board Chair spoke on the Charter renewal and the service agreement of the lease with ACCO, he says that the rent VCS pays is reasonable, but the agreement is very "uncommon" and that VCS hopes to purchase the East building within three years. He stated that we are in a better position regarding the lease.

He stated that he has not received any grievances and has lots of confidence in Mr. Cerny's leadership.

The community elected Hanosky Hernandez Perez to be the new parent board member of the East campus, there are no conflicts of interest and no relation to any employees at VCS. A motion was made to approve Mr. Perez as the 6th Board member as the parent representative by Danielle Tomwing and seconded by Robert Fulton, that motion was carried unanimously.

The parent community was encouraged to continue to be the voice of VCS.

The Board Chair, Harsha Sekar, talked about the Annual Governance Training for Board Members he said that Executive Director Jay Cerny will be working with APS to relax the expectations of doing 30 modules for the VCS Board Members.

The board discussed rescheduling the June meeting as well as moving the November Board Meeting forward to the week before Thanksgiving on November 21st. In regard to Annual Board Training, the Board Chair, Harsha Sekar,

mentioned working on scheduling a Board retreat. The Board Chair, Harsha Sekar also mentioned there are currently 2 potential candidates. He continues to work with the Charter League and the goal is to have this completed by the next Board Meeting. He also stated moving to terminate the service agreement with ACCO, including Nutrition Services.

EXECUTIVE DIRECTOR' S REPORT

Keira McCafferty spoke about testing and academic growth. She mentioned results being available starting in June. All students completed computer-based testing. Executive Director, Jay Cerny, discussed test results and will they will be available. Robert Fulton requested to know how graduates are doing in literacy classics. He is interested in how students are doing in PSATs and asked for honest results and transparency. Robert Fulton is concerned about third grade reading and what we are doing to support kids to improve and assist them with getting up to speed. Keira McCafferty offered to show Robert Fulton metrics. Executive Director, Jay Cerny, spoke about reporting the data and metrics.

Jay Cerny stated he works on the daily schedules with Angela Keedy and Keira McCafferty. He discussed other changes to the school schedules.

Executive Director, Jay Cerny reviewed and discussed the existing committees and subcommittee recommendations. He recommended Karen Secor manage the Governance subcommittee and that the East Campus Parent Committee be established. Robert Fulton confirmed that Finance Committee is already established. Jay Cerny stated that both Technology and Facility Committee is needed. The need for a Marketing committee was discussed among the Board Members as well as an Advisory committee. Robert Fulton asked who is managing the terms. Jay Cerny responded this would be the responsibility of the Governance Committee.

Harsha Sekar raised the topic of technology staff. Jay Cerny mentioned the importance of having a technology plan. The Board discussed looking into having a third party and someone being onsite. Jay Cerny spoke about school safety and the need to have an operations person on staff to manage facility maintenance such as HVAC, painting and carpet cleaning. Jay Cerny also mentioned Health Services as another service we need to review.

Danielle Tomwing motioned for approval of continuation of established committees and for establishing an East Campus Volunteer Committee and a Marketing Committee, Robert Fulton seconded the motion, all were in favor saying "Aye". Executive Jay Cerny also discussed consolidating all of VCS policies within one document and reviewed the school board annual calendar and the VCS events calendar for May and June.

Emily Van Luit gave an update gave an update on the new VCS website and explained the extension of the timeline. There is no committed completion date due to the vendor having to re-prioritize their projects as a result of missed deadlines given to VCS earlier this year. We are hoping it is completed by mid-June.

Robert Fulton expressed his concerns of the door being locked during VCS Board Meetings and requested there is someone manning the doors for Board Meetings.

A parent of the school community requested childcare and suggestion was made that Parent Volunteers can assist. A suggestion was also made to include seniors on the Marketing Committee.

A parent in attendance questioned the policy of siblings not being allowed to events such as field trips. A request was made to review this policy with Angela Keedy.

Jay Cerny discussed retention contracts. There was further discussion on staff re-organization and restructuring of the upper school as well as high staff retention. The next Board meeting will be held on June 13th, 2019 at 6:30 PM at the West Campus.

COMMITTEE REPORTS

Finance Committee

Chairperson, Robert Fulton turned the finance discussion over to Rick Boos. Rick Boos reviewed the draft of the purchasing policy adjustments. He says that the larger items should be controlled, not the smaller ones. He also reviewed the March and April check register and April financials. Rick Boos reviewed the 2019-2020 budget and talked about moving to once a month pay dates.

Rick suggested moving all of VCS' finances to 1st Bank and want's the following signers approved on the account with approval limits as outlined in the Financial Policies and Procedures:

Principals:

- Angela Keedy
- Emily Vanluit
- Theresa Glenn

Executive Director:

- Jay Cerny

Board Members:

- Robert Fulton
- Harsha Sekar

Robert Fulton made the motion to approve signers and a credit card for Executive Director Jay Cerny and Harsha Sekar seconded, all were favor by saying "Aye" and the motion was carried unanimously.

EXECUTIVE SESSION

At 8:58 PM a motion was made by Robert Fulton to enter into Executive Session under Real Estate Lease C.R.S 24.6.402 (4)(a), inviting Jay Cerny and Rick Boos. Harsha Sekar seconded the motion and it was carried unanimously.

At 9:17 PM a motion was made to exit Executive Session by Harsha Sekar and seconded by Robert Fulton and it was carried unanimously.

ADJOURNMENT

Danielle Tomwing motioned to adjourn the meeting at 9.23 PM, seconded by Harsha Sekar and carried unanimously.