

**Vanguard Classical School
Board of Directors Meeting
June 24, 2021
Call to order 6:31pm MT
Virtual
MINUTES**

Call to order, Pledge of Allegiance, & Roll Call

- The meeting was called to order at 6:31 pm by the board chair, Danielle Tomwing.
- The pledge of allegiance and roll call took place.
- Attendees Included:
 - Board Members: Danielle Tomwing, Dan Jorgensen, Karen Secor, Aaron Baer, Kat Ling
 - Employees: John Cerny, Keria McCafferty, Emily van Luit, Nathan Bryant, Sarah Prado
 - Guest: Dawn Priday, Dennis Steele

Approve Agenda (6:33pm)

- The agenda was amended to include fee schedule, student/parent handbook, and code of conduct. The amended agenda approved unanimously with a motion by Director Secor and Seconded by Director Baer.

Action Items (6:34pm)

- The April 27, 2021 and May 20, 2021 minutes were approved unanimously with a motion made by Director Secor and a second by Director Jorgensen.
- Approval of the VCS Board handbook and VCS bylaws; motion was made by Director Baer and Seconded by Director Jorgensen. The item was approved unanimously with amendments. The parent representative election will be held in May not October. Director Secor asked for any member recommendations be sent to Jay. All background checks will be done once.

Presidents Report (6:47pm)

- Board President Tomwing thanked Jay, Dan and Karen for their work on the board handbook and updating of the bylaws. She expressed intent to schedule a retreat or strategic planning session over the summer. We will be considering a recruiting strategy to fill board vacancy. Also, we will be moving towards in-person board meetings once again.

Executive Directors' Report (6:54pm)

Jay Cerny and staff provided several updates regarding Vanguard Classical School

- It was mentioned painting at West will be completed this week and next week the phones at west will be replaced.
- We will be switching copier companies.
- East paving project almost complete.
- Vanguard is now a one-to-one school. Chromebooks are being refurbished.

Finance Committee (7:03pm)

The 2021 Fiscal Audit (\$8,400) action item was presented. A motion to approve was raised by Director Secor and seconded by Director Jorgensen; the item was approved unanimously.

An overview of finances was provided. No questions regarding the check register were raised.

In addition, dashboard benchmarks continue to be consistent with prior months with only the facility costs being yellow as expected. Overall, total revenue 89% through the year with an unrestricted fund balance at 104%

- A series of purchase orders were approved including: Saxon Math, Professional Development training, Credit recovery program, Core knowledge Language Arts, iready testing platform, Chromebook replacement, Annual cleaning contract, Copier Agreement, and Fee Schedule. A motion was made by Director Secor with a second by Director Ling. The motion approved unanimously.
- A motion to update the dress code included in the student/parent handbook was made. This allowed staff more flexibility in dress. A motion to approve was made by Director Ling and seconded by Director Baer. It was approved unanimously.

Concluded (7:22pm)

A motion to adjourn was made by Director Secor and seconded by Director Ling. The action was approved unanimously.