

**Vanguard Classical School
Board of Directors Meeting
March 25, 2021
Call to order 6:30pm MT
Virtual
MINUTES**

Call to order, Pledge of Allegiance, & Roll Call

- The meeting was called to order at 6:30 pm by the board chair, Danielle Tomwing.
- The pledge of allegiance and roll call took place.
- Attendees Included:
 - Board Members: Danielle Tomwing, Dan Jorgensen, Robert Fulton, Karen Secor
 - Employees: Jay Cerny, Keria McCafferty, Emily van Luit, Nathan Bryant, Dennis Steele, Sarah Prado
 - Guest: Dawn Priday, Marva Winner

Agenda Approval (6:35pm)

- The agenda was modified to reflect an addition action item for approval: Enroll hand service purchase order (Marketing service).
- A motion to approve the change was made by Director Secor and seconded by Director Fulton. The motion was carried unanimously.
- The amended agenda was presented for approval. A motion was made by Director Jorgensen and seconded by Director Secor. The modified agenda was approved unanimously.

Action Items (6:43)

The following items were presented for approval:

Approve: PO WEST2020083 InterLynk Communications - Phone System
(June 2021, Own line not connected to ACCO)

Approve: PO EAST2020171 Cart Chargers for Chromebooks (new, VCS has only had refurbished)

Approve: PO EAST2020179 Flowater machines (Purchased with Esser funds)

Approve: PO EAST2020170 Teacher laptops and docking stations
(Esser funds, Brand new, VCS has only had refurbished)

Approve: PO East Campus Tree Removal (Remove about 20 trees due to beetle infestation)

Approve: PO WEST2020093 Painting (June 2021, Paint+interior labor/prep)

Approve: PO EAST2020188 Prairie Dog Control

Approve: PO EAST2020173 Chromebooks Charging Computer Carts
(Esser funds, 48 carts cords and batteries for East and West)

Approve: Enrollhand Marketing for East and West (7 months)

- A motion to approve the consent agenda was made by Director Secor and Director Jorgensen seconded the motion. The consent agenda was approved unanimously.

Presidents Report (6:43pm)

- Director Tomwing thanked administration, staff, teachers, and leadership for their work to get students back into school. She is excited for the return and offered a warm welcome for the students return. She also shared several board updates: Director Fulton's last day on the board is March 25th; Director Secar will not be returning to the board; Director Palomo has resigned due to out of state move; and Director Hernandez resigned due to personal reasons. The boards strategic planning meeting will be rescheduled. We will be working to fill vacant seats.

Executive Director's Report (6:48)

Jay Cerny provided several updates regarding Vanguard Classical School

- Mr. Cerny pointed out safety metrics in the state continue to improve, CDC issued a statement that students could now socially distance at three feet, and Colorado educators have received vaccine priority. So, he is recommending moving to full in person learning Monday to Friday.
- The five-year charter renewal has been finalized with no drastic changes and will be sent back to Aurora Public Schools. He thanked Dawn Priday and others for their work.
- The strategic plan work will be delayed. Mr. Cerny asked Mr. Steele to discuss the master plan. He reported the Wi-Fi work is finished. Phone service and painting to be completed at West in June. At East, updated Wi-Fi and access points over spring break. They have been working with architects to look at additional offices, library and possible partitions. Will be bringing bids in this regard and hoping for work to be done this summer. The exterior has been completely upgraded and paving is underway as it was delayed by snow. Will be looking at curb appeal of front entrance and landscaping. Adding vegetation in northeast area.
- Mr. Cerny pointed out that staff retention has been good. Only a few teachers are moving on which he believes is a good barometer of how things are going.
- Director Tomwing asked for motion to approve move to full time instructional approach. Director Fulton asked principals to weigh in for their thoughts. Principal McCafferty, we announced to staff and those spoke to at west, are excited to have student's back full time. The split cohorts were more challenging. No concerns expressed but some questions about logistics. Principal van Luit, said it was same at her campus. She had covid response team meeting on Monday and principal meeting on Tuesday, and brought proposal to teachers on Wednesday,

and received a positive response. Everyone seems ready for a return to in-person. Mr. Cerny said he felt a pretty good vibe.

- Action Item: Approve Hybrid to In-Person Learning Model

Motion to transition to in person learning was made by Director Jorgensen and seconded by Director Secor. The motion was approved unanimously.

Committee Reports

Finance Committee

- Review February Financial Statements:
 - Unrestricted cash looks good, everything is consistent with last month.
 - With all the cares act and esser funds we may see some fluctuation in places due to amount previously received. Also, it was pointed out that bond requirement ratio has been good.
 - Director Fulton observed we're moving closer to getting out of red on facility costs.
 - VCS has positive change in overall assets by almost 3 million.
 - Director Secor, recognized Director Fulton for transparency and supporting change from what we had a few years back.
 - It was shared that the PPR supplemental will be increased from 44 to 46 dollars per pupil.
- **Action Item:** Approve 2021-2022 Budget to be delivered to APS; Director Secor motioned for approval and Director Jorgensen seconded them motion. The motion passed unanimously.
- Ms. Priday presented an overview of big changes to revenue and changes to expenditures. We have a balanced budget and planned increase of \$400k to our fund balance.
- Mr. Cerny and Mr. Steele have been looking to see where with salaries (teachers). Feel comfortable with other staff salaries. Big disparity between VCS and APS with less disparity from Aurora Academy and Lotus. We used these two schools to determine future salary schedule. Resulting in to about 10% salary increase. Working to get things right sized for staff.
- Director Jorgensen raised the question of establishing a reserve budget. The board discussed possibly adding a reserve balance for future emergencies. Requested administrative recommendations in this regard to be discussed at a future meeting.

Action item Approve 21-22 Budget to be delivered to APS (7:44)

- Motion to approve made by Director Secor and seconded by Director Jorgensen. The motion passed unanimously.

Executive Session (7:46)

- The board entered into Executive Session to discuss matter of Personnel.

Meeting Adjournment (8:23)

- A motion to adjourn was made by Director Secor and seconded by Director Fulton. The motion was approved unanimously.