

**Vanguard Classical School
Board of Directors Meeting
March 24, 2022
Call to order 6:30pm MT
Virtual Meeting
MINUTES**

Call to order/Pledge of Allegiance/Roll Call:

- The meeting was called to order at 6:30 pm by the board chair, Director Tomwing.
- The pledge of allegiance and roll call took place.
- Attendees included:
 - Board Members: Danielle Tomwing, Karen Secor, Kat Ling, Aaron Baer, Jacqueline Price
 - Employees: John Cerny, Keria McCafferty, Emily Van Luit, Nathan Bryant, Sarah Prado, Dennis Steele
 - Guests: Dawn Priday

Approval of Agenda (6:31pm)

A motion to approve the agenda was made by Director Secor and seconded by Director Ling. The motion was carried unanimously.

Consent Items (6:32pm)

Approval of Minutes

- a. Jan. 20, 2022
- b. Feb. 24, 2022

A motion to approve the minutes was made by Director Baer and seconded by Director Secor. The motion was carried unanimously.

Action Item

- a. VCS West PO #West202110115 Kindergarten Furniture and Fixtures

A motion to approve the VCS West PO #West202110115 was made by Director Ling and seconded by Director Secor. The motion was carried unanimously.

Presidents Report

President Tomwing invited board to culture events at each campus

4/7/22 West Campus

4/14/22 East Campus

President Tomwing emphasized the importance of board transparency with academic growth and reminded the board of the upcoming East Parent Elections that needs to be planned in this quarter.

Executive Directors' Report (6:36pm)

- Jay Cerny proposed a 4-day recommendation to the board. He highlighted the points.
 - Increased day by 20 min.
 - Surveyed Staff and Parents

- In favor of 4 days:
 - 68% Parents
 - 98% All Staff
 - 30% of VCS Parents completed survey
 - 90% of staff completion
 - Data shows people are happy with 4 day week
 - Instructional hours increase
 - Mondays will be utilized
 - At school child care
 - Tutoring offered due to loss of learning
 - Professional development increased (1 Monday a month)
 - Increase attendance
 - Consistency
 - Staff Retention
 - Added FAQ to website
- Dennis Steele gave an update on East Field
 - Waiting on city to approve Permits
 - Expect to break ground in the next few weeks
 - Jay Cerny stated the budget for 2022-2023 will be presented by Dawn Priddy next month
 - Jay Cerny mentioned the Special Ed charge; reached out to the district with exact spending. Receiving 337,000 back for the school year 2020-2021 for reconciliation.
 - Re did trifold brochure for VCS East & West
 - We will be hosting 5 open houses at each campus with Q&A
 - Culture Event will be held at each campus
 - We need to hold East Board Election (position available) - Aaron's son is graduating
 - Last board meeting in June

Action Item: Approve 4 day school week (7:06pm)

A motion to approve the 4 Day School Week was made by Director Baer and seconded by Director Secor. The motion was carried unanimously.

Public Comment:

- Not All VCS staff is salary based, how are hourly employees making up the hours lost?
- What about those students that need that 5th day of learning?
- I don't think a good idea to do a 4day school year

Finance Committee (7:09pm)

- The board had no questions concerning the February check register.
- Not a lot of change on the February financials
- Losing a little traction on unrestricted cash using grant money waiting on reimbursement. Payroll and benefits, salary savings. Revenues increased; received 337k from the district. Governor approved mid-year budget supplements. State share mitigation money came in. Fund balance 5,383,307

- Next year's budget is drafted (Conservative). Increase enrollment by 25 students. PPR 4.5% increase. Includes a new salary schedule. Projecting 9% health insurance increase. Required to increase PERA by .5%. Continue using ESSER funds. No major projects. It considers staff and salary/benefit increases. Debt coverage Ratio above 1.2 goal.
- Specific positions at the schools need to be authorized signers on bank accounts. Ensure the board president and West principal has authority.

Action Item Bank Signer Approval

A motion to approve the additional bank signers was made by Director Secor and seconded by Director Ling. The motion was carried unanimously.

Action Item Resolution- Approval for Issuance of a Credit card

Issue another credit card to our maintenance tech with a limit of \$500

A motion to approve the additional bank signers was made by Director Secor and seconded by Director Ling. The motion was carried unanimously.

- Jay Cerny stated we are waiting on CDE approval for 4 day school week

Working on new Executive Director (Jay's term is up)

With the following timeline:

- RFP Approval in April
- Recommendation in May
- Approved by board in May/June
- Select Executive Director by next Feb 2023

Adjournment (7:31pm)

- A motion to adjourn was made by Director Ling and seconded by Director Baer. The motion was carried unanimously.