

Vanguard Classical School (VCS)
Board of Directors' Meeting

Thursday, July 27, 2017

4:30 PM

Vanguard East Campus

MINUTES

Attendance

Board Members: Sherry Eastlund, Judy Ham, Sonja Herrera, Chris Jensen, Lisa Sagaser
Staff: Syed Ahmed, Peggy Downs, Judy Trimble

Call To Order/Pledge of Allegiance/Roll Call

The meeting was called to order at 4:35 PM by Board Chair, Judith Ham.
The pledge of allegiance and roll call took place.

Agenda Approval

A motion to approve the July 27, 2017 Agenda was made by Sherry Eastlund, seconded by Chris Jensen and passed unanimously.

Meeting Minutes

VCS Board Meeting minutes for June 29, 2017 were reviewed, and a motion to approve them was made by Lisa Sagaser, seconded by Sherry Eastlund and passed unanimously.

Honors and Recognition

Announced were the hiring of Audrey Monaco as the new Special Education Coordinator at East and the new Assistant Principal, Sara Moeller at East.

Board President Report

Judy Ham reported that discussions continue with key players from APS regarding our charter renewal. She is proposing a 10 year renewal. In October, a review of the revised charter will be complete and it will go to the APS Board in December.

She announced that VCS may get a 3 year grant of @\$231,000 per year from CDE for mental health; it currently needs final approval. If awarded, VCS could hire 3-4 staff. Once obtained, we will ask the grant writer to share the essence of the grant at a board meeting.

Financial Report

VCS ended the year positively. Our preliminary estimates add \$350,000 to the fund balance, so we would have a positive fund balance of \$750,000, including the Tabor requirement. Our goal is 1% over and above Tabor to cover expenses for 6 months in case our revenue stream decreases during the year. VCS Auditors will begin Monday, July 31, 2017. Board members requested training on understanding the financials. Recommended was for them first to go through the CDE Financial module. Then we can discuss scheduling a board meeting to study/discuss VCS East and West financials.

Directors' Reports

APS Charter Renewal

Currently, the Admin Team is comparing suggested VCS procedural changes resulting from summer meetings to make sure they coordinate with the current charter; if not, they will be reframed to fit. There is a bulleted list of recommended charter changes, which will be shared for an initial review with the Board in August. Also distributed for Board review is the newly developed Core Knowledge Position Statement to be adopted in August. It will be added to the charter and become part of the public record.

Professional Development

New teachers with their assigned education assistants attended orientation at East today and will attend at West tomorrow and are fully engaged in the process. We will be bringing back the Singapore Math trainer for one full day each at East and West. The Admin Team has been working all summer on the VCS teacher evaluation process and developing schedules, tools and expectations for improved teacher feedback.

Directors' Reports (con't)

Curriculum

There have been no major changes to the curriculum. Some teachers know the fundamentals but not the implementation. We will be refocusing on consistent Curriculum Plans and Syllabus formats for all classes. In addition, we will clarify expectations regarding consistent implementation, clearer guidelines for cursive and technology usage, writing programs, the Ilake grammar program and math facts mastery (to begin in 3rd grade). In particular, immigrant and refugee populations are way behind in math because they have literally no experience with math and need to catch up.

Assessments

Summaries of CMAS and PARCC will be released to the public on August 17, 2017. We have plans to continue NWEA (K-9) and STAR (K-3, plus other READ Plans) on the district schedule. We will be using CogAT and other screeners for gifted students in September and October.

Staffing

We are almost finished with hiring. At East, one elementary teaching position in special education is still open, as are some Education Assistants at both schools.

Enrollment

We are opening up another 3rd grade class of 30 at East, which will give us 3 kindergarten classes, 3 second grade classes and 3 third grade classes. We are not quite full at West, which is currently 514 and still enrolling. East is 787 and parents have numerous registration opportunities.

Facilities

There was no construction or landscaping and improvements report available; however, Judy Ham said appropriate permits were being pursued and she feels expected progress is current.

Events

Upcoming events are as follows:

Back to School Kickoff, Aurora Town Center, August 5, 2017 (free backpacks distributed)

Parent/Teacher Meet and greets/Registration Updates-West August 7, 2017 and East, August 3, 2017

Back to School Nights in progress.

Old Business

The Board recognizes the need to improve parent communication on the web. It is felt we need to allow parents to ask questions, but the dilemma is which questions should be answered and who will be responsible for timely responses.

Several ideas were discussed:

Need a Public Relations Officer and clear, written procedures in a communications policy

Need updated FAQ's; ours need word smithing

Responses should provide specific references to the handbook on the web, if appropriate.

Need to respond within 24-48 hours

Provide an auto responder--if you haven't heard from us within 48 hours, call this #.

Provide a form to fill out and submit (with expectations on the form for response times.)

Upon registration, survey parents about what they want to know. Provide clear instructions that the top 25 questions will be answered on the web at the end of each month.

New Business

There was no new business.

Public Comment

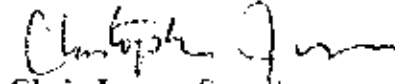
There was some public comment.

Next Meeting

Thursday, August 24, 2017 at 4:30 pm in the VCS Conference Room on the West Campus.

All business being concluded, a motion was made by Sonja Herrera, seconded by Lisa Sagaser to adjourn the meeting at 6:05 PM, and passed unanimously.

Respectfully Submitted,



Chris Jensen, Secretary