

Vanguard Classical School (VCS)
Board of Directors' Meeting
January 23, 2020
Beginning at 6:30 PM MT
East Campus
17101 Ohio Dr., Aurora, CO 80017
MINUTES

ATTENDANCE

- A. Board Members:
 - a. Danielle Tomwing
 - b. Karen Secor
 - c. Victoria Palomo
 - d. Hanosky Hernandez
 - e. Robert Fulton
 - f. Jack Robinson (attended by phone)

- B. Employees: Terry Glenn, Angela Keedy, Emily Van Luit, Dennis Steele
- C. Guest: Dawn Priday, Rick Boos

Call to Order/ Pledge of Allegiance/ Roll Call

The meeting was called to order at 6:30 PM by Karen Secor, Interim Board President. The pledge of allegiance and roll call took place.

PUBLIC COMMENTS

None

AGENDA APPROVAL

A motion to approve agenda was made by Robert Fulton, seconded by Hanosky Hernandez and the motion carried unanimously.

ACTION/CONSENT ITEMS

Approval of December 12, 2019 Minutes

A motion to approve the December 12, 2019 minutes was made by Hanosky Hernandez and seconded by Victoria Palomo. The motion carried unanimously by attending board members.

Danielle Tomwing stated that the minutes were summarized and requested feedback. Angela Keedy stated that previously the district did ask for more details to be recorded in the minutes. It was agreed to include more details in the minutes.

ACTION ITEMS

Reinstate Harsha Sekar as Board Chair on Feb 2020 meeting

Motioned by: Robert Fulton
Seconded by: Hanosky Hernandez
The motion was carried unanimously.

PRESIDENT' S REPORT

Board Sub Committee on Fundraising

John Cerny stated the board was going to take on sub committees for fundraising and that the board was going to participate in sub committees. These were listed as items on the Strategic Plan. He expressed the need to fill the Finance Committee with Robert Fulton's upcoming departure. Robert Fulton clarified his position will be starting in June because his last meeting will be in May.

EXECUTIVE DIRECTOR' S REPORT

Angela Keedy's Resignation

Angla Keedy announced her resignation at the end of this school year. John Cerny stated he decided to restructure the VCS team – he will stay as Executive Director. Emily Van Luit will remain as Principal K – 12.

Delinquent Lunch Grant

Terry Glenn announced that Autonomous School contacted us and a donor wiped out the lunch balance owed by the West Campus. Dennis Steele stated the lunch balance at East Campus is \$12,000. It was previously \$15,000 and there is a plan to collect the balance. Terry Glenn mentioned that the East and West Campus processes are now aligned and using the same system.

Strategic Plan Review

Represented by Emily Van Luit

Emily Van Luit stated the sStrategic Plan lists target dates and administration is in charge of 31 of these items- majority of these items were condensed. There are timelines and they are working on each item. The staff has visibility into each of these and the Strategic Plan is posted.

John Cerny stated the school's identity will be finalized by February meeting. Principals are learning more about Finance. He stated that we will review and give updates of the Strategic Plan at each Board Meeting. The biggest item is the negotiations of the campus.

John Cerny gave an overview of our approach for marketing with radio ads and flyers. Emily Van Luit stated they are ready to launch the social media ads on Instagram and Facebook and that the next board meeting we will be pulling the lottery for lottery registration. Robert Fulton asked a question on enrollment and Angela Keedy stated she can pull those numbers. Terry Glenn explained that there are 7th or 8th graders that host the tours with the potential families. Administration spoke about open houses and informational meetings for tours.

Dennis Stelle stated there are 4 purchase orders to be approved

FINANCE COMMITTEE

Presented by Rick Boos

Rick Boos asked if there were any feedback or question on the December Check Register and there were none.

He reviewed the November Financials Statements.

Balance Sheet Highlights

- Total assets reduced to \$75K
- Biggest reduction in total assets is because of receivables
- Finishing the year Fund balance at 1.7 mil

Income Statement

- We are 50% through the year.
- Revenue shows a new line item for non-employer PERA contributions – the state is contributing but this number is an estimate to prevent us from going over.
- Revenue – \$6.6 mil.
- Projected Revenue– \$13.8 mil for end of the year

Expenditure Highlights

- Salaries are at \$2.8 mil (49% of adopted budget)
- \$3.5 mil total salaries and benefits and on track at 49%

Total Expenditures

- \$6.2 mil and on track with budget at 50%
- Revised \$13.3 mil

Summary

- Revenue and Expenditures are both on track.
- \$1.7 mil Fund Balance

Revised Budget

Presented by Dawn Priday

Dan Priday reviewed the revised budget. She highlighted the revised budget that we are asking the board to approve. She explained the process and they reviewed the budget throughout the year and then revised the budget. The projected numbers for the next 4 years have not been updated other than PERA and other adjustments.

Executive Session

Start Time: 7:19PM

Motioned by: Hanosky Hernandez. Extended an invitation to Rick Boos, Dawn Priday, Dennis Steele and John Cerny.

Seconded by: Victoria Palomo

Motion carried unanimously.

End Time: 8:05 PM

Motioned by Robert Fulton
Seconded by Hanosky Hernandez

ADJOURNMENT

VCS Board Meeting End Time: 8:05PM
Motioned by: Robert Fulton
Seconded by: Hanosky Hernandez
The motion carried unanimously by the board members.