

Vanguard Classical School (VCS)
Board of Directors' Meeting
November 12, 2019
Beginning at 6:30 PM MT
East Campus
17101 East 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

- 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 6:34 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 Hanosky Hernandez, seconded by Victoria Palomo and the motion carried unanimously.

ACTION/CONSENT ITEMS

Approval of September 26, 2019 Minutes

A motion to approve the September 26, 2019 minutes was made by Hanosky Hernandez and seconded by Robert Fulton. The motion carried unanimously by attending board members.

ACTION ITEMS

Finance Committee

Action: Acceptance of the Fiscal Year 2018-2019 Audit Report
Rick Boos reviewed the report and explained some of the line items specifically around items in which there was a large variance. He responded to all questions by the board.

The motion to approve the Audit Report for the Fiscal Year 2018-2019 was made by Robert Fulton, seconded by Victoria Palomo and the motion was carried unanimously by all board members.

PRESIDENT' S REPORT

none

EXECUTIVE DIRECTOR' S REPORT

Facilitated by John Cerny

Educational Success, Operational Success, Staff Leadership

UIP

West UIP Review (Terry Glen)

Terry Glen highlighted improvements to be made in Singapore Math and they have requested a Singapore coach. She mentioned that West Campus is focusing in academic growth in all areas – focusing on moving from “Approaching” to “Meets” in those areas. She stated the opportunities the Title 1 and Title 2 grants offers VCS, for example, Title 2 provides funding for books for teachers. She outlined what they did well as well as challenges in academic growth in reading. She reiterated their goal is to increase all student growth and that Keria Mccaferty is focusing on areas that has a metric of “Does not meet” to “Approaching”.

Karen Secor asked what the reason behind the choice was for Singapore Math. Terry Glenn responded that it started with the founders of VCS and that leadership is reviewing the curriculum to determine if another curriculum is needed. She stated that coaches for Singapore Math were not previously brought in to train and support the staff. Teachers are seeing the benefits of the coaching and although they don't like where they are with achievement but they are happy with the growth. West Campus is planning for a parent's night for a Singapore Math session in February and Terry Glen is requesting teachers to review where they are at. They do acknowledge that the teachers are not strong in Math which adds a challenge. The coaching helps give the teachers a better understanding.

East UIP Review (Emily Van Luit)

Overall East Campus is focusing on achievement and growth in math and language arts. The metric for student with disabilities in math and arts was “Did not Meet”.

Emily Van Luit highlighted areas they need to focus in. She mentioned they hold data meetings to review metrics and teachers are excited for them. There are three areas to focus on in achievement and they are using Enrichment for them to focus on those areas. Teachers turn in lesson plans weekly and receive feedback from Emily Van Luit. Angie Keedy and Emily Van Luit expressed that they are embracing the improvement status and very optimistic. They pointed out paper based testing for 3rd to 5th grade to eliminate technology being a challenge - the existing tools are not user friendly.

Karen Secor asked for East Preliminary 2019 School Performance Framework. Robert Fulton expressed how positive things are now from a year ago.

Financial Stability

Dawn Priday stated they worked with benefits broker – HUB. Four different plans are being offered with a 4% rate increase which is expected. Based on enrollment we are not expecting to see the budget increase.

Community/Charter Relations, Upcoming 2019-2020 Board Meetings and Finance Committee Meetings

It was also stated that we are not able to do an early charter renewal. We will be going to submit it a year from now. We have since made changes to Finance committee and board meetings calendar. APS review was on 11/12/2019 at East Campus. APS review at West Campus will be on 11/13/2019. It was a fantastic review at East Campus and APS is impressed on how different VCS was a year ago.

Upcoming Strategic Planning Session

Karen Secor mentioned the logistics of strategic planning session including the date and time. John Cerny gave an overview of what is needed for the SWOT analysis for the upcoming strategy session.

Action Item: Approval of East Campus UIP

Motioned by: Robert Fulton

Seconded by: Hanosky Hernandez

Motion was carried unanimously by the board members.

Action Item: Approval of West Campus UIP

Motioned by: Robert Fulton

Seconded by: Hanosky Hernandez

Motion was carried unanimously by the board members.

FINANCE COMMITTEE

Presented by Dawn Priday

Q September and October Check Register

No questions from the board for the check register

R October Financials Statements

Balance Sheet Highlights

- Total assets up 130K
- Have started closing TABOR bank accounts; now gaining a better rate of interest
- Liabilities are down prior YTD
- 1.7 mil fund balance
- 226,478 more than the prior year

Income Statement

- Making adjustments based on what we received for the year.

- Projected Income: 367000 above our budget
- Joh Cerny stated FTE is 1124 – 17 above our projection

Expenditure Highlights

- Largest expense is salaries. Salaries is 33% of our budget.
- Benefits increased at the second half of the year
- Revised budget will be in January. It will be based on October count but we are not certain on per student account and other final numbers.
- Added 20K to instructional supply budget for some outdated curriculum.
- Added funds for day porter at West Campus
- Projecting 493K over our adopted budget.
- We are on track for expenditures.

Summary

Audit was not a small task and a large amount of effort.

Executive Session

Enter executive session pursuant to C.R.S. 24-6-402(4)(a) Concerning Real Estate Lease.

Motioned by: Victoria Palomo

Seconded by: Hanosky Hernandez

Rick Boos and Dawn Priday were invited into the Executive Session.

Executive Session Start Time: 7:43 PM

Executive Session END Time: 8:23 PM

ADJOURNMENT

The next board meeting date was confirmed - December 12th (West Campus)

VCS Board Meeting End Time: 8.28 PM

Motioned by: Danielle Tomwing

Seconded by: Victoria Palomo.

The motion carried unanimously by the board members.