

**Vanguard Classical School
Board of Directors Meeting
December 15, 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:

- Natalie Doxey
- Dan Jorgensen
- Danielle Tomwing
- Teresa Tate
- Kat Ling
- Ousman Ba

Employees:

- JayCerny
- Keria McCafferty
- Tam Smith
- Nathan Bryant
- Sarah Prado
- Karen Secor

Guests

- Dawn Priday

Approval of Agenda (6:31pm)

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

Consent Items (6:32pm)

A motion to approve amending November 17, 2022 minutes to include *Approval of West Campus Lease letter of intent* was made by Director Jorgensen and seconded by Director Tate. The motion was carried unanimously.

Approval of Minutes

- a. November 17, 2022 minutes

A motion to approve November 17, 2022 minutes was made by Director Ling and seconded by Director Jorgensen. The motion was carried unanimously.

Presidents Report (6:38pm)

Board Chair Tomwing thanked administration, staff and teachers for a successful year. She mentioned it was a busy quarter with school events and music concerts.

Board Chair Tomwing mentioned the following items:

- Explained how the public can submit requests or topics to be added to the agenda - vanguardclassical.org states to email the board president or executive director a week before the board meeting to request items to be added to the agenda (for the public and our school community).

Director Ling gave an update on Executive Director Search

- Spoken with Sarah this morning and has another meeting on 12/16/2022. There were over 100 applicants. It was a strong pool of applicants.
- Next task is selecting candidates from phone screens to performance tasks starting tomorrow.
- We will be stacking interviews all on one day and complete a debrief after.
- A special board meeting is being held on Thursday 02/02 at 6pm for the board to make a formal decision.
- Interview panels will be with leadership, staff representatives and community members to ensure transparency.

Executive Directors' Report

Leadership covered the following topics:

(6:44 pm) Tam Smith reviewed the following topics:

- iReady Data. Really looking into our second window of iReady data. We are pleased with the growth that we are seeing.
- VCS Staff Party. Excited about the East and West staff party. Really good semester, lots of work, lots of challenges.

(6:45 pm) Operations Update by Karen Secor:

- Expressed her excitement for the VCS Staff party and staff appreciation gifts.

(6:46pm) Executive Director Jay Cerny

- Keria is at Sable touring the school
- Charter schools are able to submit proposals for Sable and Paris elementary
- Visited Paris on Tuesday, 3 story campus
- Working with Michelle Fisher
- Paris is 2.4 miles away from West built in 2006
- Sable is 5.8 miles away from West built in 1951

(6:48 pm) Keria Mccaferty reviewed the following topics:

- iReady Data. iReady data looks strong at the West Campus.
- Sable Campus Tour. Has a large floor plan.

No Public Comment

Finance Committee (6:50pm)

November Check Register

- No questions

November Financials

- Not much change on Dashboard.
- Debt Coverage Ratio Change. Last month we were 1.1. Nov. at 1.13. Trying to increase to 1.15-1.2
- Update UMP East and West are different this year, 2 boxes instead of 1
- Through Nov. at 39% of our adopted budget (includes grants), Through Nov. we should be around 42%
- A little ahead of where we were last year.

Expenditures

- Through November 42% way through the year
- Expenditures at 49% due to field project

Total Revenues

- 16.7 million
178 thousand higher than what we had in the adopted budget
- 1.7 million higher than the adopted budget expenditures
- Due to projects or grants that carried over from last year.
- Numbers will look different next month when they bring the revised budget
- Due to carryover, additional field expenses, we will spend about 732 thousand of fund balance
- End the year at about \$6 mil fund balance

Action Item: Resolution to Opt-Out of the Paid Family and Medical Leave Insurance (FAMLI) Program

Nov. 2020 CO Voters approved state run paid family and medical leave insurance program

Based on the program, we are allowed to opt out premium collections begin Jan. 2023

Premium .9% split evenly between employer and employee

Once you opt in, you are in for 3 years

If we as in employer opt. in, then all employees must participate

If we opt out, employees who chose to opt in will make the contribution

Money saved, will go back into salaries

We did offer the option to staff, did not get any responses

Opting out does not mean forever, will relook at it in 8 years

Decision made to state by December 31, 2022 also notify staff

A motion to approve the resolution to Opt-Out of the Paid FAMLI program was made by Director Tate and seconded by Director Ling. The motion was carried unanimously.

Board Chair Tomwing mentioned that we are looking for one of our directors to fill our treasurer position. It will require attending our monthly finance committee.

Adjournment (7:05pm)

A motion to adjourn was made by Director Doxey and seconded by Director Ba. The motion was carried unanimously.