

**Vanguard Classical School
Board of Directors Meeting
March 23, 2023
Call to order 6:31pm 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:

- Keria McCafferty
- Nathan Bryant
- Sarah Prado
- Tam Smith
- Karen Secor
- Jay Cerny

Guests:

- Dawn Priday
- Michelle Fisher
- Rick Boos

Call to order/Pledge of Allegiance/Roll Call:

The meeting was called to order at 6:31pm by Board Chair Tomwing.

The pledge of allegiance and roll call took place.

Approval of Agenda with Amendment (6:32 pm)

A motion to amend the agenda - adding an Action Item to include an Executive Session to discuss Paris RFP was made by Director Ling and seconded by Director Doxey. The motion was carried unanimously.

Consent Items (6:34pm)

Approval of Minutes

- a. February 23, 2023 minutes

A motion to approve February 23, 2023 minutes was made by Director Tate and seconded by Director Jorgensen. The motion was carried unanimously.

Presidents Report (6:35pm)

Board Chair Tomwing thanked staff, school community, parents, families, who showed up to support us at Paris. She stated lots of good feedback and great questions from the Aurora community. Almost 300 school community members showed up. VCS was the only group who had to present twice due to fire hazard capacity in the room. 21/25 teachers showed up. She mentioned being proud of our community. Thank you to Jay, Keria, Ousman, Natalie and family, Tam and his wife - everyone showed up really strong.

Executive Director's Report

Jay Cerny presents (6:37pm)

- Stopped counting at 250 people
- Asked to stop 5 min into presentation to have some community members leave the room due to a fire hazard, asked to present a second time for overflow
- Scored by review committee for Paris and Sable
 - VCS only one chosen by committee to move forward
 - Superintendent moved 3 others forward
 - 2+ points higher on an 18-point scale than other contestant
 - Rubrics are posted on websites

Keria McCafferty presents (6:38 pm)

- Thanked the school community
- Danielle and Natalie both helped during Spring Break writing and practicing speeches
- Will be attending with Tam a job recruitment fair, in Greeley. 2nd one this month
 - Looking for new staff
- Ms. Zonkina, Ms. Sullenburger and Ms. Rispoli took 26 VCS students to Boston (East and West combined). Everyone had a great time
- Sports season
 - 4 soccer teams at West
 - Co-ed Volleyball
- Getting ready for CMAS starting April 10th
- Talent show coming soon
- Planning for Field day/Picnic day
- Shout out: Maria Jose, Art teacher at VCS West
 - Started VCS in 2007 as a 3rd grader
 - Stayed through 8th grade
 - Never really left VCS
 - Accredits VCS for 1st generation college graduate
 - English language learner, Riggs and Phonics helped her

Tam Smith reviewed presents (6:40 pm)

- Boston was fantastic. Thank you to leaders
- In Greeley looking for potential Teacher candidates
- Staff shout out: VCS East staff who showed up to support VCS West,
- Jill Kim, Katy Gauthier, and Jeannie Easton analyzing iReady data
- Middle of the year iReady data

- o 65% of students made annual typical growth in reading
 - o 50% of students have made annual typical growth in math
- Wendy Holtz, Carrie Herring, and Tam Smith went to City Park to look for Prom Venue
 - o Prom is April 16
- Spirit week starting 3/28
- Talent show 3/31 at 6pm
- Skate City night 3/30
- Shout out to student body for fundraising World's Finest Chocolates
- Jostens presented to Senior class, Graduation Cap and Gown

Operations Update by Karen Secor (6:44 pm)

- Continuing to move forward with transition of our new Financial Services Vendor
 - o Grateful to Boos and Associates for their support
 - o Trying to make a smooth transition to finish school year
- Finish flood clean up
 - o Dr. Smith and Karen had to rearrange offices a bit
 - o Security alarm was not set off by mistake

Jay Cerny added the following

- Mr. Smith is now Dr. Smith, successfully defended his PHD
- 23/23 budget presented at April board meeting
- Pay per performance bonus fund back to where we wanted
- Executive Director changeover plan
 - o Jay Cerny will remain Executive Director through May 2023
 - o Tam will fully take over June 1st
 - Will be mentored April and May
 - o Jay will be in a secondary role through July
- Teresa wants to include in Executive Director Report current staff vacancies

Board Chair Tomwing, adding to Karen Secor

- Thank you to Dawn and Boos team
 - o Helped during a critical time for us
 - o Wouldn't be where we are without Boos
 - o Grateful to services provided

Rick Boos (6:49pm)

- Thank you to board and administration for the past 4 years
- Leaving school in better place
- Helped purchase East campus
- Secure lease on West campus
- Provide administration and board with financial tools needed to make long term financial plans for school
- Helped improve transparency
- Still available if any questions or assistance is needed
- Saddened to terminate lease with VCS but it became clear that Boos Company was no longer a good fit

Financial Report (6:52pm)

Presented by Dawn Priday

- Benchmark schedule looks very similar to months prior to February
- A bit more cash on hand due to receiving payments from district sooner than expected
- Received March's payment in February
- Debt coverage ratio
 - 1.27
 - Above minimum 1.1>
- Through Feb 2023
 - Using about 560K of fund balance
 - Brings our Fund balance down to 6.2 million through February
 - Improved by 130K through end of year (not what we had planned in our revised budget)
 - Only using 483 K instead of estimated 613 thousand through school year
- Check Register February
 - No questions

****Comment from Rick Boos, the financial policies on the agenda, Boos team was not involved in process or any input**

Approval of Updated Financial Policies (6:55pm)

- Updated set of financial policies with new vendor
- In compliance with state rules around policies
- Reviewed by new vendor, new vendor's attorney, and our attorney
- Teresa Tate question:
 - As far as employment agreements and approvals, if the board approves a budget and approves a salary schedule, Will Tam have authority to sign off on all of those?
 - Karen Secor responded: Yes, he will indeed.

A motion to approve the updated financial policies was made by Director Tate and seconded by Director Doxey. The motion was carried unanimously.

****Director Ling left board meeting at 6:57pm**

Jay Cerny added

- Wanted to remind everyone we will be presenting again at North Middle School at 1:00pm 3/25/23
- Presentations were recorded and will be available if you missed them
- Scoring on Reports rubric are on APS website
- Community Survey is out in 11 different languages
- Shout out to Michelle Fisher, extremely dedicated nonstop 24/7

No Public Comment

Enter into Executive Session (7:06pm)

A motion to enter into Executive Session to discuss Paris Elementary Proposal and extend an invitation to Jay Cerny, Keria McCafferty, Tam Smith and Michelle Fisher was made by Director Jorgensen and seconded by Ousman Ba. Motion was carried unanimously.

Exit Executive Session (7:52pm)

A motion to exit Executive was made by Director Doxey and seconded by Director Tate. Motion was carried unanimously.

Adjournment (7:53pm)

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