

**Vanguard Classical School  
Board of Directors Meeting  
December 14, 2023  
Call to order 6:33 pm MT  
Virtual Meeting  
MINUTES**

**Call to order/Pledge of Allegiance/Roll Call:**

- The meeting was called to order at 6:33pm by the Board Chair Dan Jorgensen .
- The pledge of allegiance and roll call took place.
- Attendees included:
  - Board Members:
    - Dan Jorgensen (Chair)
    - Kat Ling
    - Ousman Ba
    - Ryan Gensler

Vanguard Employees:

- Karen Secor
- Kara Clark
- Keria McCafferty
- Nathan Bryant
- Jeannie Easton

Tatonka Employees:

- Maggie Regalia

**Approval of Agenda (6:35pm)**

A motion to approve the agenda for the December 14, 2023 board meeting was made by Director Gensler and seconded by Director Ling. The motion was approved unanimously.

**Action Item (6:36pm)**

A motion to approve the minutes from the July 20, 2023 and November 16, 2023 and board meeting was made by Director Ba and seconded by Director Ling. The motion was approved unanimously.

**Presidents' Report (6:37pm)**

- Executive Director search will be an open dialogue. At this time, nothing has changed. Karen Secor will remain as interim director and a search will commence after the first of the year.
- We need to appoint a parent to the board to represent the West campus. Information will be put on the website and distributed at West pertaining to how to apply. The goal would be to appoint a new board member at the January board meeting.

**Director's Report (6:40pm)**

- Educational Success: we are at 45% growth for iReady testing

- Operational Success: We are getting bids for repairs on the ceiling and lighting of the cafetorium at the East Campus. Early estimates are looking like a \$200,000 expense. Adolfson Peterson has been considered, as they are who did the work on the field. Both the erosion abatement near the field and the repairs to the cafetorium ceiling are unbudgeted expenses.
- We implemented assistance from a search firm to find candidates for a Social Worker position at the East Campus and have an interview scheduled for this week.
- Question from Director Jorgensen as to how many staff vacancies we have—East/West is currently experiencing vacancies in three positions
- Question from Director Gensler as to whether or not a social worker is a typical position for our size school— Yes. Historically, we had 2 full time social workers at the East campus and one at West. With our student population, and the needs of the students, it is critical that we have a social worker on staff.
- Discussion about future plans and hope for dropping interest rates as the search continues for a forever home for the West campus.
- Pleased with work that both principals are doing at each campus, respectively.
- Working on forging relationships within the charter world, recently with Lotus School for Excellence.
- Karen Secor made the invitation to the board to visit East to see the repair needs, first-hand, in the Cafetorium. Ms. Secor will also send any information on the repairs to the board for informational purposes.

#### **Operations and Finance Committee (6:58pm)**

- Operations - Karen Secor
  - Discussed as part of the Director report above.
- Finances - Maggie Regalia
  - Financial Dashboard
    - Revenue - ahead of budget at this time.
    - Expenditures - at expected budgetary amounts at this time
    - Cash position - Just over 8 million in cash
    - Debt Service Ratio - absolutely no concerns
  - VCS Combined Statement of Financial Position - unaudited
  - VCS Combined Statement of Activities - unaudited
  - VCS-East Statement of Activities
  - VCS-West Statement of Activities
  - Expenditures by Vendor Summary
  - VCS A/P Aging Summary
  - VCS Check Detail
  - VCS Reconciliation Report
  - VCS CSAFE Reconciliation

#### **Open Dialogue (7:22pm)**

- Selection of Board Officers— would the board like to delay one month, considering the absence of Director Doxey and the probability of appointing a new member next month? The board agreed to table this item until next month.

- A document was shared in the past about implementing some outcome tools– Director Jorgensen asked Director Ling to speak to that topic and the document she previously shared.
  - Director Ling explained varying levels of metrics that could be used to measure items discussed at meetings and how to prioritize and utilize expertise of the Board in meetings, as well as evaluating Executive Director leadership in the future, and in addition to staff retention, marketing and other organizational goals.
  - More of this will be discussed at a strategic planning meeting in the near future as to how to implement, interpret and develop to ensure that it can be used as a support while progress toward goals is facilitated.
- Is there anything the Board would like to share in regard to work completed at the school or their expertise that Board Members would like to share?
  - Director Ling shared information on the Colorado League of Charters Conference in February
  - Director Ling shared previously with the board members some bids for search firms for the Executive Director search and will keep the board apprised of updates.
  - Director Jorgensen expressed great hope for the future of VCS

**Comment from the Community (7:44pm)**

None at this time

**Next board meeting will be held on January 25 , 2023.**

**Adjournment (7:44pm)**