

**Vanguard Classical School
Board of Directors Meeting
February 22, 2024
Call to order 6:31pm MT
Virtual Meeting
MINUTES**

Call to order/Pledge of Allegiance/Roll Call (6:31pm)

- The meeting was called to order at 6:30pm 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
- Natalie Doxey
- Ryan Gensler (arrived at 8:15pm)

Vanguard Employees:

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

Approval of Agenda (6:31pm)

It was proposed to approve the posted agenda for the February 22, 2024 board meeting. A motion to approve the agenda was made by Director Doxey and seconded by Director Ling. The motion was approved unanimously.

Community Comment (6:32pm)

No comments at this time.

Clarification regarding community comments that are made, in that community comments are heard by the board and then addressed outside of the board meeting (i.e. directly to the individual or addressed by school administration).

Action Item (6:34pm)

Discussion regarding the tentative 2024-2025 school year calendar was held. Instructional minutes were addressed, possibility for snow days, and a shift to hold parent teacher conferences on a Thursday with school closed the following day. Large breaks (Winter/Spring) will align with the Aurora Public School Calendar.

A motion to approve the proposed 2024-2025 Vanguard academic school calendar was made by Director Ling and seconded by Director Ba. The motion was approved unanimously.

Action Item (6:40pm)

Discussion regarding teacher salary schedule at Vanguard as compared to the increases that have occurred in Aurora Public Schools. Proposal is to increase the salary schedule in order to become competitive with the district schools and demonstrate the value we place on teaching staff. Teaching staff will increase by about 8%. Funding for this increase will primarily be coming from the PPOR increase in state funding. The increase for non-teaching staff will be about 5% and will be addressed in the budget as a whole. This increase was based on other districts locally, including other charter schools comparable and this would be a relatively competitive increase.

A motion to approve the proposed 2024-2025 adjustment to the teacher salary schedule contingent upon a 6.5% per pupil increase was made by Director Ling, and seconded by Director Ba.

Motion was approved unanimously.

Action Item (6:53pm)

Director Jorgensen proposed the provision of a one-time stipend to Karen Secor to reflect the difference in her salary and the salary of the position she is assuming, and for the work she has taken on serving, as interim director. Discussion ensued regarding the particulars of how the stipend would be paid out and documented. Proposal a motion to approve an interim director stipend for the duration they serve in that capacity to be aligned with the prior Executive Director in relation to Ms. Secor's previous salary before moving into this role. This one-time stipend will be dispersed along with Ms. Secor's salary for the duration of the time she serves as interim director.

A motion to approve a stipend for the interim executive director, for the duration in which they serve in those duties, which addresses the gap between their prior staff salary and the previous Executive Director salary. Motion was made by Director Ling and seconded by Director Doxey.

Motion was approved unanimously.

Action Item (7:04pm)

Discussion was made regarding the lease of the Vanguard West building. A question was asked as to the benefit of signing a three year lease vs. a one year lease, and the renewal with Aurora Public Schools and the charter renewal. It was explained that this three year lease allows for the possibility of stepping out of the lease if needed after one year increments, but maintaining that three year option.

A motion to approve the lease agreement as presented was made by Director Doxey and seconded by Director Ba.

The motion was approved unanimously.

Action Item (7:11pm)

Discussion was held regarding the opening of the lottery for the 2024-2025 student enrollment.

A motion to approve the opening of the 2024-2025 school year enrollment lottery was made by Director Ba and seconded by Director Doxey.

The motion was approved unanimously.

Consent Item (7:14pm)

A motion to approve the Board meeting minutes for the January 25, 2024 and the February 5, 2024 meetings as presented was made by Director Ling and seconded by Director Doxey.

Motion was approved unanimously.

President's Report (7:15pm)

- Board member appointment process for a parent representative. Notice has been given to gain interest from parents to join the board. Seat remains vacant currently. Board was to reach out to any parents of the West campus that they know may be interested and encourage them to apply for the open position. It will also be placed in the parent newsletter that goes out from the school.
- Executive director search
 - Kat Ling has been gathering proposals from possible organizations that could support us with an executive director search.
 - Discussion was made as to how quickly or delayed we wanted to hold this search for the position. Points of consideration for timelines included the charter renewal next year, the point in the school year in which the search would begin, the changes that have already occurred in the school year, lease renewal of the West Campus, etc.
 - It was brought up that staff members and leadership have approached a member of the board to express concern over another large change like a new Executive Director after all the upheaval that has occurred this year.
 - Another point was made that it would have a stabilizing effect on the school to be able to start the 2024-2025 school year with a new Executive Director in place by the beginning of the school year.
 - Discussion was extensive and there were concerns that Director Gensler was absent for any decisions on beginning a search now or delaying the search until next year, so it was determined to schedule a supplemental meeting in which Director Gensler can attend in order to discuss this issue further with a full Board.
 - **Director Gensler joined the meeting at 8:15pm and the discussion resumed.**
 - The points made in the previous discussion earlier in the meeting were reiterated to inform Director Gensler so that a decision could be made regarding moving forward with a selected firm to begin the search for an executive director.
 - It was stressed that staff needs to be informed of the processes surrounding this search and to ensure that the individuals who need to be involved are included.

A motion was made to approve the hiring committee (Director Jorgensen and Director Ling) to move forward with selecting and contracting with one of the two proposed firms to begin the hiring search process for Executive Director. Motion made by Director Gensler and seconded by Director Ba.

The motion was approved on a vote of 4-1.

Interim Director Report (8:10pm)

- Given the time and energy spent on other topics in this meeting, the only item to report is that both Keria and Karen are working at keeping things stable and consistent and preparing for CMAS testing in April.

Financial Report (8:11pm), then continued after the resumed discussion regarding the Executive Director search ended (8:31pm)

- We are on target for our revenue and expenses according to the financial report provided.
- Cash position is stable and normal for this point in the year.
- Overall financial stance is as normally expected for this point in the year.

Open Dialogue (8:38pm)

- Charter school conference is next week and Vanguard has an extra ticket if a Board Member would like to attend, the dates are February 27-28.

School Dashboard Modifications (8:40pm)

- A discussion was held regarding ensuring that data is included on a regular basis in order to inform the Board on school performance.

Adjournment (8:47pm)

Director Jorgensen thanked the Board for the meeting.