



Board of Directors Meeting
Location: Vanguard Room 208
******* August 14, 2018 *******
Working Session 4:00 P.M.
Public Session 6:00 P.M.

Minutes

1. Call to Order

Dan Geoffroy called the meeting to order at 6:03 P.M. Bryan Campbell, Rene' Chatham, Dan Geoffroy, and Matt Hughes were present. Sperry Redd was not in attendance.

2. Approval of Agenda

Bryan Campbell moved to approve the agenda. Matt Hughes seconded the motion. It was decided to strike item #12, Executive Session, item #5, the Treasurer's Report, and item #4, Visitor Comments. Mr. Geoffroy stated that the consensus of the board is that visitor comments have become more of an opportunity for people to get their personal vendettas out, speaking to the audience not to the board. **Dan Geoffroy made a motion that, going forward, individuals who would like to communicate to the board will send comments in writing, in advance. The board will evaluate the comments and give feedback. Comments made during the meeting will be reserved for agenda items. The Visitor Comments agenda item will be done away with at this time. Matt Hughes seconded the motion. All voted yes. The motion was approved. The board also all voted yes on the overall agenda. The motion was approved.**

3. Consent Items

- Approval of Minutes, June 19, 2018
- New Hires
 - Zoe Roche - Nurse
 - Shelly Gonzales – Health Assistant
 - Marlena Bagley – K-12 Counselor
 - Christopher Kepley – Paraprofessional
 - Crystal Brown – Interventionist
 - Robert Hernandez Culas – Paraprofessional
 - Claudia Garcia -- Paraprofessional
 - Jessica Alafat – Kindergarten Teacher
 - Whitney Green – Grade 1 Teacher
 - Maeve Sullivan – Grade 2 Teacher
 - Johnathon Gonzalez – Grade 3 Teacher
 - Jeri Phaneuf – Grade 3 Teacher

- Jami Dykema – Grade 4 Teacher
- Natasha Rubrake – Grade 5 Teacher
- Emily Rhoads – Grade 6 Teacher
- Andrea Richardson – Grade 6 Teacher
- Faye Palmer – Upper Elementary Strings Teacher
- Joseph Palmer – Mathematics Specialist
- Joshua Wimmer – Latin
- Ashley Hardin – Kindergarten Instructional Aide
- Cindy Hastings – Grade 2 Instructional Aide
- Anna Kutchin – Grade 3 Instructional Aide
- Josephine Montoya – Grade 3 Assistant Teacher
- Linda Moore – Kindergarten Instructional Aide
- Tamara Parker – Grade 2 Instructional Aide
- Cynthia Reynolds – Grade 1 Instructional Aide
- Laurel Sobiesk – Kindergarten Instructional Aide
- Bri Ware – Grade 1 Instructional Aide
- Marena Welp – Grade 1 Instructional Aide
- Jennifer Hernandez – Grade 1 Assistant Teacher
- Simona Jordanova – Upper Elementary Instructional Aide
- Laurel Lee – Grade 2 Assistant Teacher
- Jennifer Wiebe – Latin
- Jill Miller – Biology
- Niayesh Jamshidi – Latin
- Danielle Jordan – Science
- Michelle Whitefeather – English
- Renee Wickiser – English
- William Spahr - History
- Melissa Klug – IT Manager
- Austyn Callahan – IT Assistant
- Audrey Szychulski – Director of Advancement
- Rick Jensen – Athletic Director
- Meegan McCauley - Grades K-3 Front Desk Secretary
- Hannah McKenzie – Grades K-3 Front Desk Secretary
- Harlee Schimmel – Kindergarten Front Desk Secretary
- Michelle Whiting – Building A Front Desk Secretary
- Annie Callahan – Junior High Front Desk Secretary
- Brandon Burrell – Boys’ Head Soccer Coach
- Jordan Hoffman – Boys’ Assistant Soccer Coach
- E. Leroy Neal – Head Cross Country Coach
- Changes
 - Debbie Gard – Infinite Campus Coordinator
 - Dina Fuqua – Physical Education Teacher
 - Scott Palmer – Elementary Specialist
 - Monica Gutierrez – Athletics and Lunch Assistant
- Separations
 - Joleen Schnake – Physical Education Teacher
 - Christina Loyo – Upper Elementary Assistant
 - Kim Brown – Secondary Science Teacher
 - Cynthia Reynolds – Grade 1 Instructional Aide

4. Board Re-organization

Dan Geoffroy made a motion to keep the current officers in place. Matt Hughes seconded the motion. All voted yes. The motion was approved.

5. Bond Expenditure Accounting

Mr. Mullaney presented the board with a basic breakdown of the bond fund usage.

6. Strategic Plan Update

- Facilities
 - Kudos to Jeff Yocum; he spearheaded all our facilities initiatives and did a great job.
 - With passing inspections from CSFD and the Regional Board of Development, our newly renovated Kindergarten Building is open for business. We welcomed our new kindergarten families last week for our two-day orientation and all were impressed with the new facility. This significant renovation included new bathrooms, re-designed classrooms, HVAC work, new alarm and fire systems, as well as all new aesthetics (paint, ceilings, carpeting, walls, and furnishings).
 - Over the summer, we were able to complete paving work across both campuses. This much needed repair not only gives our parking lots a better look but helps to prevent damage to the underlying foundation.
 - Buildings A and B will house our students in grades 4 through 6.
 - Work continues with the state on our BEST grant to replace the roof on Building A. This grant amounts to approximately \$150,000 and will significantly extend the life of this instructional facility.
- Safety and Security
 - This Thursday, Rich Padilla will receive the CSFD Individual Citation award for his response to the fire in Building A last year. The award will be given at the Fire Department's Breakfast Awards Ceremony at the Hillside Community Center. Rich will be accompanied by his wife, Yvonne, as well as Mr. Yocum and Mr. Downing.
- IT
 - With the extremely generous help of a school supporter, we were able to complete our install of security cameras throughout all buildings on both campuses. The system fully conforms with the school's policy on security cameras and will provide a significant boost to our safety and security program.
 - We are proud to announce that we will be offering *GradeSlam* again this year. *GradeSlam* is a chat-based, on-line tutoring program available to our high school students twenty-four hours a day across all topics.
 - Over the summer, we installed a school-wide Wi-Fi system that significantly boosts our capability in all buildings
 - With the start of the school year, we will now be using *SchoolDude* for all IT Help Desk issues and maintenance work orders. We've been using this system for the past year for event scheduling with great success. As we expand, we will now have the capability to better track school support requirements and also quantify the level of effort we put toward these areas.
 - The mobile lab will assist in facilitating research in science, history, and English.

7. Executive Director's Report – Colin Mullaney

• General

- A Steering Session was held on June 19 with students, staff, and parents to try to identify the aspects of an ideal school day. Ideas were generated such as more microwaves in the cafetorium (to allow shorter lines and more social time) and keeping copy machines stocked and working (to make it easier and more efficient for teachers) have already been addressed.
- The Vanguard Experience
 - o One area of focus that we see is accomplishing our mission and also providing a very positive experience – supportive and challenging. We want students to feel connected to their peers and excited to be part of this school community. We anticipate having a variety of community events so that parents and students get to know each other better.
 - o Athletics figures strongly in The Vanguard Experience; being part of a team and the spirit of athletics is important to kids.
- Full-time staff received a cost reduction for full-day kindergarten for their children. In response to this change, Clint Randall wrote to Mr. Mullaney: "I want to reach out to you and the board to express my sincere gratitude for reducing the cost of full-day kindergarten for full-time staff. That is amazing, and I want to say THANK YOU! Please extend my gratitude to members of the board."
- All K-12 students will begin the year tomorrow!
- Current enrollment is 1,479 students with 1412.22 FTE.
- New student orientation for grades K-8 took place last Thursday and Friday. It was a great opportunity to introduce these students to life in Vanguard's K-3, 4-6, and junior high schools, as well as to our outstanding staff.
- Staffing / Training
 - o Elementary trainers Lili Mueh, Jocelyn Nelson, Kathy Jones, and Clint Randall, secondary trainers Dave Kennington, Tamara Gallagher, and Jeff Fenton, and assorted administrators and veteran teachers have done an outstanding job with new staff training and returning staff training.
 - o Hillsdale video conversations, our "summer reading" this year, were very positive and informative in unifying staff on classical education.
 - o Choose Your Own Professional Development offered a variety of courses in content, relationship building, and methodology and were much appreciated by staff.
- Back to School Nights are great opportunities to communicate with parents and convey important school information early in the new school year. The junior high held its Back to School Night last night, and parents enjoyed meeting teachers and going to the individual classrooms.
 - o Upcoming Back-to-School Nights include Grades K & 2 on August 16, Grades 1 & 3 on August 20, Grades 4-6 on August 21, and Grades 9-12 on August 23.

• K-6

- We officially took occupancy of the Southern Cross Kindergarten building on August 7. While we still have finishing touches to complete, the kindergarten team pulled off the amazing feat of having their classrooms ready for new student orientation that took place on August 9 and 10. Thank you to the kindergarten team and our maintenance crew for their hard work and persistence in making this happen.

• Junior High

- Student Council elections will take place soon.
- The first dance, a costume dance, is already set.
- Encouragement Teams will take place in homeroom classes on Mondays through Thursdays. *Random Acts of Kindness* will be the basis for the curriculum with additional activities for community building as well.

- A few new elective classes are available to our students this year which include Coding, Rocketry, and Duke Tips.
- High School
 - Advanced Placement scores came in with a 3.71 average (on a scale of 1 to 5); 64 students took 135 exams. Three courses had an average score under a 3: Chemistry (2.5), European History (2.67), and U. S. Government (2.71). Three courses had an average over a 4: Language and Composition (4.17), Literature and Composition (4.27), and Calculus BC (4.5).
 - Vanguard's first College Boot Camp was held on campus, and over half of the senior class attended. Our college counselor, Ms. McGlenn, used Vanguard's new mobile laptop lab to help students complete the Common Application as well as perform other critical tasks required of our graduating seniors.
 - The high school retreat begins tomorrow with 88% of our students signed up to attend. The retreat will be at Ponderosa Retreat and Conference Center. Special recognition to Mr. Verdu who has taken the lead and to Mr. Kennington for his support with this event.
 - Student government elections will begin next week with speeches and voting on August 22.
 - The Academic Awards Ceremony is scheduled for September 7 at 2:00 P.M.

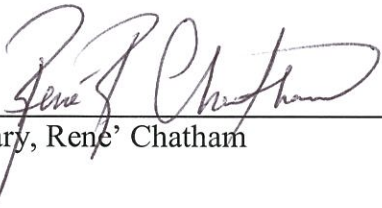
8. Board Items

- Comments and Correspondence
 - Rene' Chatham had the opportunity to attend the junior high Back to School Night and commented that it was great to see teachers so excited and looking forward to teaching and their plans and all their students.
 - Rene' Chatham noted that her senior daughter highly recommends continuing the College Boot Camp for upcoming seniors. It was such a positive, worthwhile experience that answered a lot of questions for students without the opportunity or the backing to find answers. The fact that students could actually apply to colleges during the camp was a plus.
 - Matt Hughes thanked staff and administration for their work over the summer and over the last few weeks. He commented that he was excited about the junior high Back to School Night last night and noted that there was a palpable feeling that the students were excited as well.
 - Bryan Campbell stated that he thought Mandatory Show Day went very smoothly, noting that he was finished within eight minutes. He thanked those involved for doing a good job.
 - Dan Geoffroy thanked the school team for their hard work over the summer.
 - Dan Geoffroy stated that one of his concerns going forward is that the board has a lot of really good things in progress. In the next few years, there will be a lot of turnover in the board, and he would like to see some consistency over these years to finish some of the work that's been undertaken. Mr. Geoffroy stated that he would like to run for another three-year term to support the school and hoped others on the board would do so, too.
 - Dan Geoffroy noted that, regarding visitor comments, the board welcomes feedback and comments, but it is best to email all board members as a group at **boardofdirectors@thevanguardschool.com**. If you have a specific concern about a process or policy at the school, the board asks that you give the teacher, assistant principal, and the administration the opportunity to resolve the issue prior to bringing it to the board's attention.
- Other
 - The next regularly scheduled board meeting will be on September 18, 2018.

9. Adjournment

Matt Hughes moved to adjourn the meeting at 6:45 P.M. Rene' Chatham seconded the motion. All voted yes. The motion to adjourn was approved.

 9-18-18
President, Dan Geoffroy Date

 9/18/18
Secretary, Rene' Chatham Date