

**Rocklin Academy Board Meeting Minutes
Meeting Held at Western Collegiate Academy
6880 Destiny Drive, Room 304
6:30 p.m. Monday, October 19, 2009**

RA Board Members and Staff Present:

Voting Members: Chairwoman Wendy Boyd, Executive Director, Dr. David Patterson, Jeff Nicolaysen, Stephen Siler, Roy Beckhorn, Jarrett Black, and Melissa Garrido.

Voting Members Absent: None

Non-Voting Members: Jillayne Antoon, Amy Alford and Melissa Whitney.

Staff: Steven Carney, Mary Decker and Donja Garvey.

Visitors: Diana Higashi, Lisa Dye, Sylvia Mursch, Daksha Shah, Sean Jones, Barbara Jones, Wendy Lang

I. Call to Order:

II. Hearing of Visitors:

III. Board Member Comments:

Executive Director Dave Patterson announced that he will be out of town during the November 2nd board meeting, and on a WASC visit for the November 16th meeting. He also thanked Tammy O'Brien for her work on the October 19th board agenda and packets.

IV. Consent Agenda

- a. Enrollment Update – Turnstone, Meyers, Western Sierra**
- b. Ratification of Strategic Planning and Western Sierra Facilities Planning Committees Charge**

Item IV(a) was approved. Patterson/Nicolaysen (7-0)

Item IV(b) was pulled from the Consent Agenda for discussion. The charges for the committees were scheduled for Information/Action. Roy Beckhorn, the appointed chair of the Strategic Planning Committee has solicited membership to this committee through the Wednesday Weekly with no responses. He is requesting that the committee charges be approved, but with the option of adding parent members. Jillayne Antoon will serve on the Board Development Committee, and Amy Alford will serve on the Western Sierra Facilities Planning Committee. Jeff

Nicolaysen requested that Steven Carney be added as a member to the Western Sierra Facilities Planning Committee. Item IV(b) was approved. Nicolaysen/Siler (7-0)

V. Administration Report

(a) Executive Director – Dr. Patterson

Verbal Update: Dr. Patterson reported that the OPSC sent a letter regarding the Western Sierra facilities grant submission. The letter confirmed that Western Sierra is now in the review process. Rocklin Academy is continuing to work diligently to find a permanent facility for Western Sierra beyond what it is entitled to under the law under Prop 39.

(b) Director of Education/Western Sierra Principal – Steven Carney

Verbal Update: Steven Carney added that the survey results that board members were promised access to, will be in shortly, and he didn't realize the company would take so long. These results will be distributed to board members within the next few days. Carney distributed copies of the information distributed at the Standards Based Report Cards Information Night. This information night went well and had a lot of positive feedback.

(c) Director of Development – Donja Garvey

No Verbal Update.

(d) Chief Financial Officer (CFO) – Melissa Reese

Dr. Patterson reported for Melissa Reese who was absent. Mrs. Reese is currently preparing for the audit that had to be rescheduled due to illness in her family. She has also completed the Charter School Grant Report and intense fiscal work on Prop 39, as well as the end of year closing.

VI. PSP Report

Meyers

Mary Decker reported that the 3:30 alternating time for the last PSP Meeting worked out well. The Harvest Carnival is scheduled for October 30.

Turnstone

The Harvest Carnival was a great success. The final numbers have not been determined, but are predicted to be around \$1,200. This activity is not a fundraiser and predictions are that the PSP broke even. The fifth grade was successful in selling food at the carnival, with their proceeds going to the field trip fund. Diana Higashi appreciated the Western Sierra students volunteering their time at the carnival. These students receive community service hours, which are required at Western Sierra. The Turnstone Book Fair was very successful.

Western Sierra

Daksha Shah reported that the Western Sierra PSP is now in full swing with all officers and committee heads identified. The bylaws are close to being finished and PSP is planning to launch a volunteer incentive with a recognition award or dinner for those who have volunteered more than thirty hours. PSP is also working on a silent auction; proceeds being donated to the

language program for textbooks. Principal Carney added that a World Café Activity is being planned to bring parents into a café setting to facilitate dialogue about what is and isn't working at Western Sierra; parents will engage in conversation and offer ideas and suggestions for Western Sierra.

VII. Information/Action

(a) Adoption of Office of Development Policies and Forms

Ms Garvey would like to schedule a short time with each board member to review the binder of policies created for the Office of Development. She will explain how the policies apply and further clarify how funds come through the foundation, the types of dollars that will be raised, as well as definitions of the large gifts in kind. She will also review the application from the Attorney General's Office regarding planned gifts. Ms. Garvey will contact each board member through email. Gifts that will be turned down for various reasons will be discussed at the board level. Chairwoman Boyd acknowledged that Ms. Garvey has been working on the Foundation as well as the Fund Development Guidelines. The Policies and Forms were adopted. Patterson/Nicolaysen 7-0

(b) Math Program Update/Sixth Grade Placement Update

Discussion ensued regarding the advanced sixth grade math students. Principal Mary Decker clarified that teachers provide differentiation; students daily are being assessed and those assessments may be involved or brief conversations, but the needs of students are being met. Steven Carney discussed that the structure of the current curriculum is created to proceed at the students' pace and this online curriculum through K12 will challenge the students extensively. These issues are being worked out. Beginning in November, there will be a parent volunteer assisting with these students.

(c) Prop 39 Facilities Request

Dr. Patterson discussed the need to apply for Prop 39 for the upcoming year. It is important that a Prop 39 application is filed for Western Sierra for the 2009-10 school year because Western Sierra is currently being forced to pay significantly more for facilities than it would be under Prop 39, and the facilities being leased lack important components (e.g., cafeteria). Rocklin Unified's response to the Western Sierra Prop 39 application last year was legally deficient. A Prop 39 application must be filed in order for us to continue to work towards a legally compliant offer from Rocklin Unified. Chairwoman Boyd authorized the submission of the final application. Patterson/Garrido 7-0

(d) Board Appointment and Charge for Governance Committee 2009-10

Work was done at the board level at the last meeting regarding the development and charges of the Board Development Committee. There currently is a need to identify more faculty members. This is an annually appointed term, ending July 31 of each year. Members are appointed by the Board annually in August. Chairwoman Boyd appointed Sean Jones as the Chair, and moved the appointment of the members on the committee as listed, and will be looking for faculty members from Turnstone and Western Sierra. Sean Jones requested more parent participation from WS and Meyers. Steven Carney suggested having proposed dates available so that volunteers could identify if service on the committee would be convenient.

Information will be put in the Wednesday Weekly and the committee is hoping for responses by this Friday. These committees work will be guided by the objective of reaching consensus among the stakeholders on the issues. A motion was made that the board approve Item VII (d) as stated in the board packet, with the addition that there will be more representation from Meyers and Western Sierra; and secondly that the Board delegate the authority to chairwoman Boyd to approve committee members in consultation with their chairs. Boyd/Patterson (7-0)

(e) Staff Recognition

Unfortunately, due to the severe budget cuts caused by the state fiscal crisis, Rocklin Academy administration is not able to recommend monetary awards be distributed to the staff this year. The Board discussed other ways of honoring the hard work and dedication of faculty and staff that does not have a financial impact.

(f) Pilot Board Meeting/Month

The Board discussed the feasibility of changing from two regular board meetings a month, to one regular board meeting a month and the other meeting time being dedicated to board committee work. Chairwoman Boyd stated that this would be a pilot program. Based on the discussion an amended calendar will be distributed and this item will be brought back at the November 2 meeting under the consent agenda for ratification.

(g) LTHA Kindergarten program/VAPA room

Chairwoman Boyd brought to the Board's attention the problem of shared facilities under the Long Term Housing Agreement. This issue is regarding our access to the VAPA room and the Kindergarten Extended Day Program at the Turnstone campus that begins January 2010. Chairwoman Boyd has spoken with Superintendent Brown, and is currently awaiting a response from the District. Wendy Lang requested that a timeline regarding these issues be sent to her attention.

(h) RA Charter Renewal (Turnstone)

Administration is currently working on the Charter Renewal for Turnstone, a draft of the document was distributed to the Board under separate cover. The Charter meets and exceeds all requirements for renewal. A motion was made that the Chairwoman Boyd be delegated authority to authorize the submission of the charter renewal application for Rocklin Academy (Turnstone) to RUSD. Nicolaysen/Beckhorn (7-0)

Meeting was adjourned to closed session at 8:23

Closed session was adjourned at 9:10

Action Taken in Closed Session: None

Respectfully submitted,

Nicole Alldredge

