

**Rocklin Academy Board Meeting Minutes
Meeting Held at 660 Menlo Drive
6:30 p.m., Monday, March 19, 2012**

RA Board Members and Staff Present:

Voting Members: Chairwoman Wendy Boyd, Jarrett Black, Melissa Garrido, Doug Johnson, Peggy Broussard, Rick Miller and Nate Pomeroy

Voting Members Absent: None

Call to Order: The meeting was called to order at 6:32 p.m.

II. Past Teacher Member Recognition:

Recognition was given to Scott Crosson, Melissa Whitney and Heather Donovan for their work serving as Teacher Members on the Board of Directors. Scott Crosson was presented with a plaque and Robin Stout accepted the plaques on behalf of Melissa Whitney and Heather Donovan. The new Teacher Advisors were introduced: Miken Dayton, Eric Korling, Amy Alford and Diana Wilson.

III. Hearing of Visitors: None

IV. Board Member Comments:

Melissa Garrido was excited to attend the Shamrock Fundraiser at Western Sierra. She congratulated Kim Dvorak, Peggy Broussard and all the volunteers on their hard work. She also attended the Science Fair and recognized Beth Dixon and the others who helped with the event.

Wendy Boyd also attended the Shamrock Fundraiser and appreciated the hard work that went into making the successful event.

V. Consent Agenda

- a. Enrollment: Rocklin Academy Turnstone, Rocklin Academy Meyers, and Western Sierra Collegiate Academy**
- b. Minutes of January 17, 2012**
- c. Minutes of January 26, 2012**
- d. Minutes of February 13, 2012**
- e. Minutes of February 20, 2012**
- f. Check Register**
- g. Authorization to Pay**
- h. Expenditure Report**

Items V(a), V(b), V(f), V(g), and V(h) were approved. Pomeroy/Miller (7-0)

Items V(c) and V(d) and V(e) were approved with amendments. Garrido/Boyd (7-0)

VI. Administration Report

Verbal Updates:

Dr. Patterson enjoyed the Western Sierra Shamrock event.

VII. PSP, Committee and ASB Reports

There were no verbal updates.

VIII. Information/Action

a. Rudolph & Sletten – MOU

The MOU between Rocklin Academy and Rudolph and Sletten has been developed. It has been vetted through legal and PFIC. It was requested at the meeting that this document be run through RUSD in case they recommend a change in wording. A motion was made to sign and authorize the MOU, with the understanding that the payment of the remaining amount due Rudolph and Sletten under the original contract, will be paid after confirmation that the terms of the MOU regarding payment have been met. Johnson/Miller 4-0 (3 abstentions) Administration is looking forward to getting Phase II completed and celebrating with a ribbon cutting. Pomeroy expressed his gratitude to the team involved in putting it all together.

b. Revolution Foods Contract

Business Manager Brigid Perakis updated the Board regarding the lunch program at Western Sierra. Currently, Western Sierra is happy with the quality and reputation of Revolution Foods, but is losing \$1,700 a month and averaging only 35 lunches. Administration believes it is important to continue to offer the free and reduced cost lunch program for those students who qualify for it as part of our commitment to attract and retain economically disadvantaged students, and hopes that with the higher enrollment and application to the Free and Reduced Lunch Program with the completion of Phase II, that there will be no negative subsidy budgeted for the next year.

c. Strategic Plan – Update/Adoption

Melissa Garrido, leader of the Strategic Planning Committee presented the Strategic Plan and complimented Michael Agostini, and the committee on the tremendous amount of work done on the it. The plan will be distributed to each member of the board via a binder, so that it can be used as a living and breathing document for the next five years. Wendy Boyd complimented Garrido on the work. The Strategic Plan was adopted. Garrido/Broussard (7-0)

Finance Committee Charge and Committee Appointments

The Proposed Finance Committee Charge and Committee Appointments were discussed and a Finance Committee Charge was approved with multiple amendments. Broussard/Johnson (7-0) Nate Pomeroy volunteered to serve as the Board Representative of the Finance Committee, and will also step down from the Operations Committee. Broussard, Pomeroy, and Patterson will conduct interviews with the seven candidates and present their recommendations to the Board at the April 16 meeting.

d. Serving Sixth Grade – Information

Administration presented to the Board, a PowerPoint with an overview of the proposed education program and structure to serve sixth grade students at Western Sierra. There was significant discussion included ensuring educational equity between the 6th grade offerings at the different sites, while also recognizing that a small elementary school site such as Rocklin Academy Meyers will always be different from Western Sierra as a middle and high school. There was also discussion that serving 6th grade students in 2012-13 be considered a pilot. It was agreed that a FAQ would be developed to answer some of the questions that might arise from the initiation of a Western Sierra sixth grade program. As part of the effort to determine the interest and stakeholder input in the program, it was also agreed that an outreach effort occur informing prospective parents of Turnstone and Meyers 5th grade students that offering of 6th grade at Western Sierra Collegiate Academy was being discussed and then determining their interest in enrolling their student.

e. Discussion of 2012-13 Budget Assumptions

Administration did a quick review of the budget assumptions provided in the board packet. Due to time constraints, the issue will return to the Board at the next meeting. Board members with input or comments were requested to forward them to Superintendent Patterson within seven days.

f. Western Sierra Recruitment Update

There will be a Parent Volunteer Recruitment meeting held on March 22.

g. Update on Rocklin Academy Tardy Policy

With the new change in the tardy policy, starting Fall of 2011, tardies have been cut by 50% at each site. Principal Robin Stout clarified that tardies are excused for unforeseen circumstances and traffic issues and parents receive an automatic e-blast that the student is tardy. It was agreed that the policies would be re-sent to parents to remind/create more awareness of this new policy for this school year.

h. Adoption of 2012-13 Calendar – Western Sierra Collegiate Academy

The Western Sierra 2012-13 calendar was discussed and it was suggested that the high school graduation out of respect for the community, be moved as to not have it the same night as Rocklin or Whitney's. The calendar was passed. Broussard/Johnson (7-0)

i. Auditor Selection

The Board will continue to use Gilbert & Associates as the selected auditor for Rocklin Academy. The Board will revisit changing auditors every five years. The Board authorized contracting with Gilbert and Associates for the 2011-12 audit. Johnson/Black (7-0)

j. Parent Volunteer Hours

The Board is interested in the creation of a single structure, web-based program that would allow parents to log in hours from all three campuses. The Board will work with the PSP groups to aim towards this tracking method for the 2012-13 school year.

k. Employee Handbook

Business/Personnel Manager, Brigid Perakis will be working on updating the format of the handbook in a manner that will list each policy on its own page to allow updating and distribution of policies to stakeholders. The handbook will return to the board for review at the beginning of the 2012-13 school year.

IX. Closed Session

Closed Session was called to order at 10:39 p.m.

The Board returned to Open Session at 11:49 p.m.

Action taken in closed Session: No action taken

Meeting Adjourned at 11:51 p.m.

Respectfully submitted,

Kim Reyne/Nicole Alldredge