



**Approved  
1-27-2014**

**ROCKLIN ACADEMY**  
**FAMILY OF SCHOOLS**

**Board Meeting Minutes**  
**Meeting Held at 660 Menlo Drive**  
**6:30 p.m., Monday, December 16, 2013**

**Voting Members:** Chairman Doug Johnson, Peggy Broussard Rick Miller, Adam Schwarz and David George

**Voting Members Absent:** None

**Visitors:** Carol Repetti, John Repetti, Donna Jenkins, Iva Calhoun and Sara Anderson

**Staff Present:** Phil Spears, Brigid Perakis, Gregg Moses, Tim Ribota and Mike Wells

**I. Call to Order:** The meeting was called to order at 6:37 p.m.

**II. Flag Salute**

**III. Hearing of Visitors:** None

**IV. Board Member Comments**

David George: This is his last meeting – he has been on the board for a year and a half but has served for ten years. It has been an honor to be a part of this organization and he appreciates what these schools have given to his school and his family. He believes in public school, but believes the charter school system enhances the public school system. It is gratifying that RUSD has approved the charter and see's the good relationship between the schools. He believes that the charter schools are essential to a good democracy. RA has unique educational innovation and what we do here paves the way and sets a model for emulation and will make its way into public education and that's what charter schools are for.

Doug Johnson: It's been great having you on the board and he appreciates all that he has contributed. He was very impressed by the Holiday Musical. He has been pleased to see all the improvement through the years.

**V. Consent Agenda**

- a. Enrollment: Rocklin Academy Turnstone, Rocklin Academy Meyers, and Western Sierra Collegiate Academy
- b. Minutes of October 21, 2013
- c. Minutes of November 18, 2013
- d. November Expenditures
- e. November Check Register

- f. Authorization to Pay
  - 1. School Steps - \$13,477.50
- g. Donation Acceptance
- h. Ratification of Hires
- i. Rocklin Academy Gateway Admission Policies
- j. Spanish Field Trip
- k. Appointments of Principal, and Assistant Superintendent of Curriculum

Item d was removed and the Consent Agenda was passed. George/Schwarz (5-0)

(d) Brigid Perakis explained the Wells Fargo Credit card procedures within the organization. Adam Schwarz requested board review on just the purchase orders, and Peggy Broussard requested the front of each bill. It was decided that the Board will work with the Finance Committee on a procedure. Item (d) was approved. Schwarz/George (5-0)

## **VI. Administrative Reports**

Superintendent Phil Spears was excited to report that Edith Chavez, a Western Sierra student, was accepted to MIT.

## **VII. PSP, Committee and ASB Reports**

Verbal Updates:

Fundraising Committee: Adam Schwarz reported that the committee is going forward with the LEF and there is an eagerness to fulfill the Rocklin Academy wish list.

## **VIII. Information/Action Items**

Item (f) was removed from the agenda.

### **a. 2012-2013 Audit report**

Phil Spears thanked Brigid Perakis and Larry Pastore for their dedication to their jobs. A meeting with the auditors and the Finance Committee was in closed session and Adam Schwarz reported that the audit was smooth and they approved the audit. RA is moving to an accrual basis accounting system, and this will help with the future audits.

### **b. First Interim Report**

Adam Schwarz reported that we will not have to have the RAN loan re-issued. The first interim report was approved. Miller/Schwarz (5-0)

### **c. Annual Operating Plan**

The cabinet has been working to update the annual operating plan. The new Smart Objectives have been established. The strategies for Governance are pending. Chairman Johnson will

distribute board policies that he thinks will be worth considering. Phil Spears requested that any updates that are pending be brought forth so that they can be addressed at the next meeting.

**d. 2012-2013 Annual Yearly Report**

RUSD requests a yearly report be submitted annually. Rick Miller requested that we consult with RUSD to see if the work-intensive report is needed. Peggy Broussard requested that this item be brought to the board to request a change in the MOU regarding this item.

**e. Policy on Profit Sales Within the Organization**

It was requested that the Fundraising Committee analyze and further develop the Volunteer Policy to especially address for profit policies within and without the organization. Principal Gregg Moses commented that Western Sierra's craft fair was a good way to offer opportunities for those businesses to show their wares. It was suggested that independent consultants be offered a one to two time a year opportunity, and that wholesale distributors be on a set schedule that has been pre-approved by administration.

**g. Board Development**

There is a candidate that has been suggested to join the Board of Directors as a voting member. This candidate will be interviewed by the Board Development Committee for recommendation to the Board at the January meeting.

**h. Non-Material Change to Western Sierra Charter**

There was a small error in the Western Sierra charter. Administration has consulted with RUSD and they suggest that our Board approves the change. In turn their administration will approve the change as well. The non-material change to the charter was approved. George/Miller (5-0)

**i. Rocklin Academy Gateway Update**

The architects have begun the process of preparing the applications for the use permit and the building permit submittals to the city of Rocklin. They are in constant communication with Superintendent Phil Spears and all the applications will be in place after the first of the year. The approval will go before the planning commission in February. In discussions with Mr. Foggy, he suggested that we obtain permits for all the buildings at the same time, which would not obligate us to take all the buildings.

Site plans were reviewed and Phil Spears reported that in eleven days, 566 students have turned in their applications for the Gateway program. Peggy Broussard requested to know the drop dead number for a break even number for running a 7<sup>th</sup> and 8<sup>th</sup> grade at Gateway. She suggested these students also put their names on the waiting list for Western Sierra in case we do not go ahead with middle school at Gateway.

Adam Schwarz recommended promoting Meyers as well. He complimented Donna Walsh, District Registrar for managing all of the applications. Phil Spears complimented the new online applications system implemented by Jesenia Bomgardner and Donna Walsh.

**j. Excess Liability Insurance Change of Providers**

The change in excess liability insurance providers was approved. Miller/Broussard (5-0)

The meeting was adjourned at 8:07 p.m.

**Respectfully submitted,**

**Nicole Alldredge**