



**ROCKLIN ACADEMY**  
FAMILY OF SCHOOLS

**Approved**  
**1-20-2015**

**Board Meeting Minutes**  
**Meeting Held 6550 Lonetree Blvd.**  
**6:30 p.m., Monday, December 15, 2014**

**Voting Members:** Chairman Doug Johnson, Rick Miller, Adam Schwarz and Pat Teilh

**Voting Members Absent:** None

**Visitors:** Barbara Patterson, Ardith Chavez, Kim Dvorak and Nate Pomeroy

**Staff Present:** Phil Spears, Robin Stout, Rachel Lewis, Jillayne Antoon, Gregg Moses, Kerry Shurson, Donna Walsh, Wendy Mitchell, Laura Regan, and Kristel Kamrar

**Call to Order:** The meeting was called to order at 6:31 p.m.

**III. Hearing of Visitors:** None

**IV. Board Member Comments:**

The Western Sierra Advanced Women's Choir performed for the Board. Doug Johnson complimented the group and the director, Miken Dayton. He is amazed that Western Sierra has such a large number of participants in the choir program and he enjoyed their holiday concert.

Johnson also updated the Board that interviews have been conducted with all three Rocklin Academy Board of Directors candidates and that a recommendation will be brought to the Board in January.

**V. Consent Agenda**

- a. Enrollment: Rocklin Academy Turnstone, Rocklin Academy Meyers, Rocklin Academy Gateway and Western Sierra Collegiate Academy – *Informational item only*
- b. Minutes of November 17, 2014 – *Review and approval*
- c. November Financials – *Review and approval*
- d. November Check Register – *Review*
- e. Ratification of Hires – *Review and approval*
- f. Authorization to Pay – *Review and approval*
  1. *School Steps – \$17,055*
  2. *Starcom – \$16,870*
  3. *Sierra Business Council – \$6,840 and \$8,200*
- g. Acceptance of Donations – *Review and approval*
- h. Annual Performance Report – *Review*
- i. 2013-2014 Audit – *Acceptance*

- j. Escape Accounting Software Contract - *Approval of contract with Escape for accounting software*

The consent agenda was passed. Miller/Schwarz (4-0)

## **VI. Administrative Reports**

No verbal updates.

## **VII. Committee Reports**

Western Sierra ASB Representative Ardith Chavez wished everyone Happy Holidays.

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

### **(a) Housing Students**

The organization is in the process of accepting registration for enrollment to Turnstone, Meyers and Gateway. On December 9, Phil Spears met with RUSD representatives to discuss what the relationship might look like after the Long Term Housing Agreement has expired. Currently, the organization is required to have 70% of the students within the RUSD District and 30% out of the district. There was discussion of forming a subcommittee. This item was brought to the Board for information only.

### **(b) Parent Volunteer Policy**

The Board discussed how the Livescan fingerprinting process is handled as well as the parent volunteer requirement. Doug Johnson suggested that decisions regarding the requirements should be executed at the site level. Rick Miller suggested that the parent volunteer requirement be worded as an “expectation” and not a “requirement”. Pat Teilh suggested that the requirement be worded as “highly encouraged”. Kim Dvorak recommended enhancing the acknowledgement of the parent volunteers and being very clear about how the volunteer hours contribute to the schools.

### **(c) Field Trip Policy**

Superintendent Spears has been in discussion with the PSPs regarding the educational importance of field trips. Per the suggested policy, field trips will now be authorized by each site principal, and funds will be allocated in each year’s budget. Teilh/Miller (4-0)

### **(d) Rocklin Academy Turnstone & Meyers Admissions Policies**

The updated Turnstone and Meyers Admissions Policies were brought to the Board for a second reading and were then approved. Miller/Schwarz (4-0)

### **(e) Teacher Evaluations**

Under the leadership of Robin Stout, the site principals and Teacher Compensation Committee have agreed to use “The Framework for Teaching Evaluation Instrument”. Stout presented a PowerPoint demonstrating how the program will establish a base line that allows a teacher, in conjunction with the principal, to set learning goals for their students and measure their success in meeting the goals. The goal is to pilot or implement the plan in the 2015-16 school year.

**(f) First Interim Budget Report**

Ace Ensign presented the First Interim Report. The Finance Committee reviewed and recommended that the Board approve the report as presented. The report indicated that the organization is in a strong position financially and will meet its obligations and be able to continue to deliver on the educational mission.

**(g) Work Schedule and Job Responsibilities of Superintendent and Assistant Superintendent**

Superintendent Spears has requested a modification to his work schedule and responsibilities. He will work a minimum of three days per week for the remainder of this year and the 2015-16 school year. To support his assigned duties, he has recommended that Robin Stout's position be expanded, resulting in a change in job title to Deputy Superintendent. She will be charged with acting on behalf of Superintendent Spears in his absence. Spears also recommended that Kerry Shurson be promoted to Director of Special Education. She has proved to meet and surpass expectations in her current role and Spears feels she is ready to take on the extra duties. All parties have agreed to maintain their current salary levels for the remainder of this fiscal year. Compensation changes will be addressed during the budget process for the next fiscal year.

**(h) Development of Educational Leadership**

Superintendent Spears asked that the Board consider a resolution that speaks to the professional development and growth from within the Rocklin Academy organization. The Board was in agreement that there is a lot of depth to the leadership possibilities within and that there should be compensation for such leadership. A resolution is supported by the administration and the Board.

**(i) Gateway Tenant Improvements**

The Board was presented with a table of estimated financial obligations that the organization is obligated to pay in regards to the Gateway building. One unforeseen item has been the fee levied by South Placer Municipal Utility District for the designation of Gateway as a "high-density user." The organization and Mr. Foggy are in agreement to appeal this fee with the SPMUD Board of Directors in January of 2015. Doug Johnson requested clarification on what constitutes such a designation.

**The meeting was adjourned at 8:52 p.m.**

**Respectfully submitted,  
Nicole Alldredge**