



Board Meeting Minutes
Thursday, February 9, 2012 4:00 P.M.
John Adams Academy campus
One Sierragate Plaza, Roseville, CA 95678

Slogan

Developing Servant Leaders....Restoring America's Heritage

I. PRELIMINARY

- A. Call to Order
- B. Pledge
- C. Roll Call

	Present	Absent
Dean Forman	<u> x </u>	<u> </u>
Cindi Sherrod	<u> x </u>	<u> </u>
Norman Gonzales	<u> x </u>	<u> </u>
Paul Savage	<u> x </u>	<u> </u>
Bryan Favero	<u> x </u>	<u> </u>

II. Approval of Previous Minutes – January 12, 2012 minutes
Motion made by Cindi Sherrod and seconded by Norman Gonzales

III. Thought of the Day – Favero
Virtue and how we treat each other...

IV. PUBLIC COMMENT

This is the time in which anyone in the audience may address the Board for three (3) minutes on any item that is not on the agenda. (The Board has the discretion to restrict public comments to those matters it deems relevant to its subject matter jurisdiction. Govt. Code Sect. 54954.3)

Amber Ferry- concerned about teachers are being pulled to cover lunch duty and yard duty. Concerned that we don't have enough coverage. Stated the concern is to have teachers refreshed and that it is the law.

V. Announcements- Information Only Section

- A. Updates: AERIES (files, accuracy), updated lists for emails, \$100 donations, Playground and computer lab, End of semester grades/Honor Roll movie, Living Book Fair/Scholastic Book Fair, Peer-to-Peer Evaluations, Town Hall follow-up, BINGO nights, Personal Professional interviews, enrollment closed, Math curriculum for grades 1-2, Signage, Yearbook, 3 Kindergarten classes next year

Aeries is being updated, focus on immunizations by Mrs. Bean right now. \$100 donations- Heather Brophy: we have confirmed that 125 scholars have paid their fee. Some monies have been mixed into the other spending of teachers. Monies have been going into the fundraising account and are now being tracked by scholar. We were not connected to the Loomis general fund. We were buying supplies out of the Mechanics account in the beginning of the year. Dean asks Nathan to bring back information about how to get the word out and get a better accounting; find out how Loomis accounts for this and makes it happen. Loomis had great success.

Playground is complete, minus the delivery of the rubber tiles. Will be pressure washed at this Saturday's work party. Kings will make an appearance. Playground will be open sometime next week.

Kirk White has been helping with the playground. Special letter of recognition to go out to his family (suggested by Dean).

Computer lab is open. Kings donated 14 computers. We have more computers being donated.

End of semester grades were mailed out this past Monday. Combined report cards by families to save on stamps.

Honor roll movie last Friday.

Living Book Fair was a huge success. Teachers suggested moving the time frame away from the same week as report cards. We scheduled it with the Scholastic Book Fair because schools earn more money when combining the book fair with an event such as our living book fair.

Peer to peer evaluations: brought in a sub for the day and gave teachers time to observe each other in January. Next go around will be a more formal approach with rubric. Forman peer evaluations scheduled for end of Feb/March.

Still following up on master schedule for next year. Mary Lambeth starting a college resource committee.

BINGO Night- fundraising for the 6th grade students to attend science camp. This Friday is the last scheduled Bingo night for this school year.

Professional goals interviews were conducted. Teachers individually met with Millie Happoldt and Nathan Rose to discuss professional goals. The professional goals will be used as Millie and Nathan conduct formal observations.

Enrollment has been closed for the rest of the year. Many grade levels are full and for the upper grades it is difficult for incoming students to come into the JAA setting if they may be coming from a different/block schedule; units accountability is an issue. Need to avoid problems and do our part to ensure their success.

First and Second grade teachers are piloting a few different math curriculums. Mrs. White Saxon, Mrs. Benson: Excel.

Kindergarten: 3 classes next year

Sara Mulligan- received Valley Forge award to attend an event an approximate value of about \$1,000. Students had to write an essay. Many applied, Sara won!

B. Site Council Update (Kendra Lamboy)

Deferred to Amber Ferry: Working on coordinating parent involvement. Found a grant she would like to see written specifically to support the Sparks P.E program

C. Enrollment Update (including update on Lottery)

We are at 607 students right now. We do have a few applications of families that we had interviewed prior to closing enrollment. Those families will be joining us in the next week.

Continuing to conduct exit interviews. We have only conducted six exit interviews. Suggested that we collect and document the reasons why a family might choose to leave. Dean requested we provide that data at the next board meeting. Keith Bigby got our certificates of occupancy for us. Send him a thank you note. This was the landlords responsibility.

D. Facility Update – certificate of occupancy

E. Schedule Monday lunches with upper grade students and Board 2/13, 2/27, 3/5
Going well. Scholars are responding. Norman Gonzales suggests creating a list of what topics have already been covered. Paul Savage 13th, Dean Foreman 27th, Cindy Sherrod March 5th; Nathan and Millie may also participate.

F. Fundraiser Committee Update (Sherrod)

Bunco night is planned. March Madness: games on wheels, lazer tag, showing basketball games, free throw contest...prize big screen tv

Ongoing Beyond the Quill tours Tuesday or Thursday mornings at 9:00-10:00am. This tour is a useful tool bringing in mentors and donors. Cindi Sherrod encourages all in attendance to contact herself, Richanne, or Nathan to invite people to attend. Dean Foreman asks each board member to invite one person to the next few tours.

G. Other Board Committee Updates:

Finance/Budget (Forman, Gonzales)

Dean Foreman and Norman Gonzales met with bank that may consider giving us a line of credit should the state not pay us in a timely fashion.

Administrative/Personnel (Savage, Sherrod)

Office staff job descriptions have been updated and some have been completed (office manager and business manager). Still working on Registrar description.

Marketing/Communication (Favero, Gonzales)

Would like to set up a communication protocol. Would like to set up a specific Week At a Glance having a list of things that will take you directly to the website by clicking on the link if you are interested in that data. Would also like to create an archive if you missed something you can go back and get the info. Also like a monthly phone call made by admin. By-weekly constant contact, and a quarterly newsletter,

Parent scholar contract: would like to create a welcome packet containing ideas such as who to call and for what; how to volunteer; magnet with school hours; Also be linked to the website if they lose their packet.

*Teachers on website: would like to see more uniformity/consistency;;;name, title, bio, picture and links to click on for their personal blogs and websites
Mentors on website: same expectations.*

Site Council (Sherrod)

Covered above

Academic/Curriculum/Accreditation (Favero, Forman)

Renew enthusiasm in our Professional Learning Community (PLC) we need to organize our programs into binders in order to meet the requirements of accreditation. Sandie Noel_ 30 year veteran from San Juan is a big believer in JAA, Carol Pottorf, they are going to come in and present over the next few weeks and help us identify the common threads throughout the standards K-12. This will be almost a year long process. Accreditation will start next January.

Started this second semester with a brand new mathematics teacher, Joy Krausse. She is very passionate about her field.

Academics:

Block schedule is still a work in progress: music teacher, arts teacher, we removed physical education.

VI. ACTION AGENDA

- A. Jay Stewart – Financial Report (Rose, Stewart)
Keeps us up to date with what is happening at the state level. Governor came out with his budget in January. Budget presentation via power point.
- B. Financial: Current Status and action (Rose, Brophy)
Nathan and Heather Brophy have been working on this: areas we can cut; using our Office Max perks and buying paper with that; free copies at Sharp; Trisha Neilson did our Scholastic Book Fair and made money with which we purchased class sets of books for our teachers, big help with providing curriculum ~\$1000.00 Keep our eyes open for ways to meet our obligations in May and June. Heather and Nathan will get cash flows to board. We are tightening down our spending.
- C. Parent Volunteer Hours (Rose)
Break down provided by Wendi Brabon regarding our parent volunteer hours.
- Becky Robinson-son in Mrs. Sheward's class. Concerned about the \$20.00 fee and not allowing parents to carry over their hours to the next semester. Suggested having an online log in and accounting to be approved by the teacher.*
- Sara Bailey-got my 40 hours in and wasn't aware she couldn't carry them over. Mentoring-she thinks you should get the full 40 if you mentor. Wants her hours to carry over. Expenses incurred for taking 8th graders to Sacramento Parking because she got lost; \$10 to up her insurance, etc...*
- Suggestion by Trish Neilson to track hours by family name instead of grade levels. A-h / I-m etc..*
- Dean Foreman: Regarding the dollar amount is about giving of your self, giving to the school, the benefit is far better to model the value to the scholar.*
- D. Fundraiser Policy (Rose/Hydrick)
Gabriel Hydrick came up with a comprehensive policy. Board has a packet for review. Board participated in some discussion and editing of packet. Will go back to Gabriel for editing and come back to the board.
- E. Marketing partnership with RTAA (Rose, Baldree)

Roseville Theater Arts Academy would like to co-advertise with JAA reciprocal arrangement between websites on each of our emails.

Norman Gonzales moves to approve reciprocal advertising. Was seconded by Paul Savage. Unanimous approval.

F. 2012-2013 School Year Calendar (Rose)

Adding five minutes to second period and five days this will make the minutes auditor friendly.

Motion made by Cindi Sherrod to add five minutes to second period to secondary school and adding five days moving the end date to June 7th. Paul Savage seconded the motion. Unanimous approval.

G. Master Schedule and Arts (2012-2013) (Rose)

Arts committee met. Valrie Jensen has increased parent communications expressing the JAA position regarding arts curriculum being classically based high curricular expectations. Next year Jensen will teach visual arts. A new teacher will come in to offer other classes performing arts, music, or dance. We posted on edjoin to gather prospects for next year's possibilities. We are moving forward with a more robust arts program next year.

H. Employee Handbook (Rose)

Employee handbook presented. Changes made on page 3 definition of employee classifications. Page 21 clarified holidays and who will be working on those holidays; vacation days need to be addressed in each contract; updated personal necessity days employees can use 3 accrued sick days for personal necessity; catastrophic leave bank is now outlined.

Paul Savage motions to approve the handbook; seconded by Brian Favero; all in favor. Unanimous approval.

I. Fundraiser opportunity: Phantom Fireworks (Rose, Hydrick)

24 hour shifts from June 31-July 4th JAA is not in school at this time; very labor intensive

Motion to approve pursuing fundraising activity made by Brian Favero. Cindi Sherrod seconded the motion; unanimous approval.

VIII. CLOSED SESSION

A. Public employee dismissal

Title: K-12 Teacher

First item of employee dismissal: Brian Favero made motion for the approval of release of employee, Cindi Sherrod seconded the motion; unanimous approval.

Second item: approve hiring of new employee

Paul Savage makes motion to approve hiring new employee; Norman Gonzales seconded the motion; unanimous approval.

IX. Public Report of Action Taken on Closed Session Items, Including the Vote of Every Member

VII. **NEXT MEETING** - *Thursday, March 8th, 2012 4:00 p.m.*

VIII. **ADJOURNMENT** – Time _____

Vision

The John Adams Academies are restoring America's heritage by developing servant-leaders who are keepers and defenders of the principles of freedom for which our Founding Fathers pledged their lives, fortunes, and sacred honor.

Values

John Adams Academy is preparing future leaders and statesmen through principle-based education. Our core values include:

*Appreciation of our national heritage
Public and private virtue
Emphasis on mentors and classics
Student-empowered learning
Fostering creativity and entrepreneurial spirit
High standards of academic excellence
Modeling what we teach
Abundance mentality
Maintaining a culture of greatness*