

Special Board Meeting Agenda  
Thursday, July 28, 2011 4:00 P.M.  
GFBB Benefits Office  
925 Highland Pointe Drive, Ste. 190 Roseville, CA 95678

**Slogan**

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

**I. PRELIMINARY**

- A. Call to Order 4:09 p.m.
- 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. CLOSED SESSION**

- A. Salary negotiations positions to be approved

*No new information on new hires. Three new applications (from job re-posting) have arrived today. Hires in teaching staff are top priority (as well as increasing enrollment). Monday will include determining staff work assignments and workspace for the month as August, including family interviews, meeting as grade-level teachers, etc. Nothing specific to closed session to report.*

**III. Public Report of Action Taken on Closed Session Items, Including the Vote of Every Member None**

**IV. Announcements- Information Only Section**

- A. Board/Staff member - none
- B. Committee Reports -  
*Fundraising event with Michelle Rhee changed to October 1<sup>st</sup>. Reception (6:00-6:45 p.m.) to include appetizers, lemonade, VIP members opportunity for photos, and silent auction (some items have been donated, though no huge ticket items yet). We need a stage built Theme is Old Americana. A continued request for auction items. Dinner will start at 7:00 with book-signing afterward. Admission ticket price TBD after talking with caterers (hoping for \$50-60/person). William Jessop has offered to sponsor a table.*
- C. Website/Marketing Enrollment numbers -
  - ✧ *In total, we have received over 900 applications. Exit interview results will be interesting. "Drop list" was emailed to Board. Board divided up list to contact. Goal set to have calls completed this weekend. Karina reports that 2<sup>nd</sup> grade is overbooked by 4, with approx 8 still waiting for word. Combination classes with 3<sup>rd</sup> grade a possibility. Current enrollment is 505.*
  - ✧ *Mr. Groth suggested a new sign for I-80 (has been ordered, 4x8, with new info, is supposed to go up Saturday). A spec of the new sign was presented. Board gave suggestions to improve.*
  - ✧ *Dean Forman attended a Tea Party event for Loomis, presented the school, made good contacts.*
  - ✧ *Some teachers suggested a Park Day on August 4<sup>th</sup> 10 a.m.-12 noon at the Lincoln Estates Park. Flyers will be emailed and teachers will contact all their students. Loomis School District set JAA up today with the all-call option. We should use this for the Park Day and the start of school (As*

- D. Facilities update - delivery issues -
- E. Fundraising Committee -

## **V. 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) *No public comment.*

## **VI. ACTION AGENDA**

- A. Timeline of services in the first 100 days, Start date of school/calendar. (Rose)  
*Contractor reports that the building will not be open until 8/29. This would move the first day of school to September 6<sup>th</sup> (the Tuesday after Labor Day). The drafted email informing parents was read. It will be altered, sent to the Board for edits and sent out to families ASAP. The Board will ask Paul Minney to approve the counting of mentor hours as "class"/instructional hours. The change in start date affects calendar, HR teacher work-days, salary schedule (based on # of workdays), etc. The number of required school days (174) would still be met without any additional changes to school calendar year. Savage made motion to leave calendar as it is, excepting the change of student start date to September 6<sup>th</sup>. Gonzales second. Unanimous approval.*
- B. Furniture Delivery-August 1st- Storage issues (Rose)  
*August 29<sup>th</sup> is the promised date for buildings B&C readiness. Furniture will be moved out of building A then.*
- C. Telephone/Servers/Managed services contract to be awarded. Precision West, Tec Data, Advanced Solutions(Rose)  
*Proposal packets were reviewed by Board. Rose recommended Advanced Solutions for server (this can be leased). TeleLink has a good proposal for phone (this is purchase). It is a refurbished system. The phone service was decided previously with XO (\$700/month, which includes 10 GB of fibrecable/internet). Sherrod motioned approval of TeleLink for phone and Advanced Solutions for server. Savage second. Unanimously approved.*
- D. Computer contract quote Apple mixed with PC (Rose) –  
*Clarification on the number of machines needed. Adjust numbers to 5 five-packs, 8 for office staff. Computer lab has 36 terminals. New computers cannot be added to this lease; they would need to be purchased or a new lease drawn up. Sherrod makes motion to accept Apple computers with the number changes listed and sales tax re-evaluated. Favero second. Unanimously accepted. We need to have one PC. Advanced Solutions will be asked what the specs on the PC needs to be. Request will be made of parents for donation.*
- E. Benefits & Insurance quote from Valley Oaks Insurance (Rose/Christian Baldree)  
*403B Plan questions as we set it up with Vanguard – trustee would be Nathan, date of incorporation and tax id number needed, no union employees, no leased employees, frequency of payroll = once/month, accountant name, investment adviser name, eligibility = 21 yrs old, entry date is date of hire, no loans, hardship withdrawals allowed, no ROTH option, no rollovers, match 100% to a specified amount, no vesting, etc. The cost to set this up/draft document was \$850, and \$300 annually to monitor. Gonzales moved to approve the \$850, and the \$300 annually. Sherrod seconded motion. Unanimous approval.*
- F. Copier contract to be awarded - Inland, Sharp, Smile (Rose)  
*Sharp will donate 2 black/white machines. \$1,110/month gives 30,000 b&w copies free/month; after that amount, copies billed at a very competitive rate. Sharp offered an initial ½ million free*

agencies, Chamber ribbon cutting, etc. (Rose)

*Still on. Rose wants the teachers to take their own students on outside tours. Board does not want "tours" to be part of the billing, as we don't have access to the inside of buildings at that time.*

*August 11<sup>th</sup> evening parent info night is at 6:30 in the MPR. This will be changed to a "Principal Chat Q&A Night". All upcoming parent/family events need to be changed on JAA website. All-Call info will include these two items.*

- H. Planning October Event for Kevin Johnson & Michelle Rhee Date, Time, Location, Cost. (Forman, Rose) *See discussion section above.*
- I. Approval of CCSA, CSDC, and other assoc. (Forman, Rose)  
*These associations are at odds with each other. JAA circumvented the need for CCSA's usual primary purpose. CSDC does more development inside the charter school, training, etc. CCSA is very expensive and has been unimpressive. Neither will be joined by JAA.*
- J. Account closure and consolidation at Mechanics and closure of Paychex account. (Rose, Gonzales)  
*Based on MOU with Loomis School District (for payroll), we should consolidate all funds into one account. Mechanics will be used only for fundraising (anything outside of fed/state funds). Savage made motion to consolidate accounts. Sherrod second. Unanimously approved. Paychex serves no current purpose. Sherrod motioned to cancel Paychex. Savage second. Unanimously approved. Conversation about reimbursement for previously spent monies. Concern expressed that we actually spend all the grant monies.*
- K. Budget Report- Last minute Budget spending for the Charter School Grant-curriculum and materials (Rose)  
*Correct budget & spending will be sent by Rose to Board, including current budget. Discussion will be pushed to August meeting. Suggestion to budget more for math/science teachers in order to get the caliber of teacher that JAA wants.*
- L. Additional items
- ⤴ *Favero made motion to add approving prior minutes to each board meeting's agenda. Savage second.*
  - ⤴ *Request to put review of Special Education on next meeting agenda.*
  - ⤴ *SB48 – If parents bring up this bill, have staff able to speak to it. It discusses charter schools having to adopt district requirements. JAA won't be supporting that idea.*
  - ⤴ *Carol J. Pottorff, soon-to-be-retiring Dean of Behavioral Science at American River has expressed interest in serving on the JAA Board. Dean Forman has know her for 20 years.*
  - ⤴ *Regarding "Calendaring for New Directors" packet previously introduced by Nathan Rose – Dean Forman approves the information and encourages Nathan Rose to delegate and put plan into place. Setting up a proper structure will allow him to be able to focus on the best things. Let employees feel weight of what needs to be done, stimulate their intellects, give them their piece to do.*
  - ⤴ *Linda Forman has asked to be at every teacher training in order to continue to train the staff in JAA's philosophy and mission. This can include modeling by master teachers.*
  - ⤴ *A small music committee will meet Wednesday at 9:00 a.m. to come up with an action plan for JAA music.*

VII. **NEXT MEETING** -Tuesday, August 9th 4:30 pm

VIII. **ADJOURNMENT** – Time \_\_7:35 p.m. \_\_Favero moved to adjourn. Savage second.

### **Vision**

*The John Adams Academies are restoring America's heritage by developing servant-leaders who are keepers and defenders of*

*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*