



Board Meeting Minutes  
 Thursday, April 12<sup>th</sup>, 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 (5 min.) 4:00**

- A. Call to order: Time 4:04 p.m.
- B. Pledge
- C. Roll Call

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>          </u>	<u>  x  </u>

**II. APPROVAL OF PREVIOUS MINUTES– March 8<sup>th</sup>, 2012 minutes (5 min.) 4:05**

Gonzales motion to approve March 8<sup>th</sup> minutes. Sherrod second. Unanimously approved.

**III. THOUGHT OF THE DAY – Forman (5 min.) 4:10**

The Revolution was already fought in the hearts and minds of the people before the war.

**IV. PUBLIC COMMENT (25 min.) 4:15**

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)

Sarah Behestian (parent of 4<sup>th</sup>, 6<sup>th</sup> grade students at JAA) is worried about the gap in student ability and how the school and Board will bridge that gap and arrive at the rigorous academic standard of the school.

Carla Boerman (6<sup>th</sup> grade teacher) expressed great thanks to the Board for the ability to go to Sly Park (outdoor science education). It was a fantastic experience and the scholars learned things that can be only learned outside of the classroom. The Sly Park staff was very impressed with our scholars and the fact that JAA was able to attend during its inaugural year.

**V. STUDENT COUNCIL REPORT (10 min.) 4:40**

None (scholars off for Spring Break).

**VI. SITE COUNCIL REPORT – Brandy Waters (10 min.) 4:50**

Site Council is proceeding with the formation of a PTO. This will happen formally soon, as well as the shifting/forming of officers in both the PTO and the Site Council. Members of Site Council are actively speaking with interested people about time commitment and duties involved. Trish Nielsen explained that it will be a parent/teacher organization, with the teachers acting as advisors. It will act as the parent branch of JAA. This is not a PTA (ie. not a national entity). The PTO will determine its own organization model that suits JAA (including Executive Officers and Team Leaders). Having a PTO will help provide parents that want to volunteer and be involved a way to engage.

**VII. ANNOUNCEMENTS: Information Only Section (55 min.) 5:00**

**A. Key fobs/staff room keys (Johnson) (5 min.)**

Fobs and keys to the staff room were given to board members.

**B. Parent Volunteer Hours (Johnson) (5 min.)**

Approximately a quarter of the JAA families have not fulfilled any volunteer hours this year (according to the records submitted thus far). Ideas were shared for more constant reporting of hours.

**C. Financial Update (Johnson, Brophy) (5 min.)**

Business Manager report regarding financial and human resource updates from the last month (including application for Deferral Exemption, Charter School Revolving Loan and submission of Quarterly Benchmark Report). Curriculum, supplies and any support for potential growth will need to be updated in the budget.

**D. Parent/Scholar Survey Results (Johnson) (10 min)**

265 parent responses. Student responses from all scholars 3<sup>rd</sup>-10<sup>th</sup> grades. In the process of evaluating the data. Site Council agreed to help input responses.

**E. Board Committee Updates: (30 min. – 5 min. for each committee)**

Finance/Budget (Forman, Gonzales)

Forman and Gonzales met with local bank regarding securing a line of credit. The bank referred them to another entity suited to this type of issue. Loomis SD is a strong financial partner during the state deferrals.

Fundraising (Sherrod)

The committee is hosting the end-of-year Survivor Party on the last day of school for all students. They set two calendar dates for next year. The final Benevon tour is April 19<sup>th</sup>. This tour is for those who would grow to love JAA and want to invest time, energy, money or talents. All invitations to this last tour would be so appreciated.

Administrative/Personnel (Savage, Sherrod)

There have been meetings to go over and edit job description for more efficiency.

Marketing/Communication (Favero, Gonzales)

The committee is meeting soon to look again at the quarterly newsletter and global communication organization. The plan includes the weekly email that links families directly to places on the website, bi-weekly more in-depth constant contact emails and quarterly newsletters.

Site Council (Sherrod)

(see above)

Academic/Curriculum/Accreditation (Favero, Forman)

JAA has ordered supplies from Susan Wise Bauer and teachers are reviewing them. The Formas will attend a retreat to Hillsdale College (charter school initiative) and bring back information. Mr. Johnson has strength in assessment. JAA will have a tool to assess incoming students, mid-year, etc. Teachers are keeping records to use in accreditation process next year. HS music will be provided next year. The caliber of teachers we finding for next year are, again, of tremendously high quality.

**VIII. CONSENT AGENDA** (5 min.) 5:55

- A. Accept letter of resignation from Spanish teacher, Ms. Celia Rothenberg, dated 3/25/12
- B. Confirm hire of Spanish teacher, Mr. Jay Schoby
- C. Confirm hire of Interim Principal, Mr. Eli Johnson

Ayes   4   Nays   0  

Gonzales motion to approve consent agenda, items A-C. Sherrod second. Unanimous approval.

**IX. ACTION AGENDA** (30 min.) 6:00

- A. Graduation Requirements and Course credits (10 min.)  
Board approval of JAA graduation requirements and attached course credits. (Document A)

Proposed: The JAA board adopts the graduation requirements and course credits described in Document A.

Ayes   4   Nays   0

The JAA Proposed Graduation Requirements fulfill all the California A-G requirements. In addition, there is a requirement for Philosophy (new course for 9<sup>th</sup> grade), and additional requirements in social studies. We would recommend 3 years of foreign language, 3 years of lab science, and 4 years of math. The next step will be to submit course outlines/rigor for approval by A-G review board. This is often a long, challenging process that will begin next year.

Sherrod motion that board accept the proposed graduation requirements. Savage second. Unanimous approval.

B. Scholar/Parent Handbook Changes (5 min.)

Board approval of edits made to the current Scholar/Parent Handbook regarding late pick-up policy. (Document B)

Proposed: The JAA board approves changes made to the 2011-2012 Scholar/Parent Handbook as described in Document B.

Ayes   4   Nays   0  

Savage motion to approve suggested changes. Sherrod second. Unanimous approval.

C. Employee Handbook Changes (5 min.)

Board approval of edits made to the current Employee Handbook regarding benefits eligibility. (Document C)

Proposed: The JAA board approves changes made to the 2011-2012 JAA Employee Handbook as described in Document C.

Ayes   4   Nays   0  

Sherrod motion that the board approve the suggested change to p.16 of the Employee Handbook, effective the 2012-2013 school year. Gonzales second. Unanimous approval.

D. CPA Auditor (5 min.)

Board selection of JAA CPA auditor.

Proposed: The JAA board approve the selection of Gilbert and Associates for our CPA auditor.

Ayes   4   Nays   0  

The Board talked with Gilbert and Associates and received a proposal. Administration also met with Gallina. Gallina did not submit a proposal, but advised JAA to use Gilbert and Associates, as they are very specialized and adept at charter school accounting. Perry Smith, used by Loomis SD is now owned by a national firm and pricing would be less competitive.

Savage motion to approve the selection of Gilbert and Associates for the JAA CPA auditor. Gonzales second. Unanimous approval.

- E. Volunteer Access to Information (5 min)  
Board approval of Volunteer Access to Information form. (Document D)

Proposed: The JAA board approve the Volunteer Access to Information form (ie. Document D) for future use.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_

A School Volunteer Confidentiality Agreement was presented. Gonzales would like legal counsel to review it, specifically addressing “student information” and HIPAA points. This form and vote will be tabled to next meeting.

**X. CLOSED SESSION (25 min.) 6:30**

- A. Scheduling for 2012-2013 School Year (10 min.)  
B. Vision and Growth for JAA (15 min.)

Sherrod motion for Fundraising Account to pay for needed assessments (estimate \$1500-2500). Gonzales second. Forman aye, Sherrod aye, Savage aye, Gonzales aye.

**XI. NEXT MEETING – Thursday, May 10<sup>th</sup>, 2012 4:00 p.m. 6:55**

**XII. ADJOURNMENT – Time \_\_7:52 p.m.\_\_\_\_**

**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*