



Board Meeting Minutes

Thursday, January 10th, 2013 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: Time 4:04pm
- B. Pledge
- C. Roll Call

| | | |
|-----------------|-------|-------|
| Dean Forman | X | _____ |
| Cindi Sherrod | X | _____ |
| Norman Gonzales | X | _____ |
| Paul Savage | _____ | A |
| Bryan Favero | _____ | A |
| Tricia Nielsen | X | _____ |

II. APPROVAL OF PREVIOUS MINUTES-

Board Member Gonzales pointed out that he did not abstain from the vote changing the date of the February Board Meeting, as stated in the December minutes, but had been called out of the meeting momentarily and was not present for the vote.

Motion to accept the December minutes, with the change noted above, was made by Board Member Gonzales and seconded by Board Member Nielsen. The motion passed unanimously.

III. THOUGHT OF THE DAY – Paul Savage/Tricia Nielsen

Chairman Forman read a letter from Board Member Paul Savage addressed to Chairman Forman, the Board, administrative officers, staff, scholars, and parents. The letter explained that Savage has accepted employment out of state and will not be able to continue as a Trustee. The letter thanked all, and expressed his regret that he will not be able to continue and pride in all that has been accomplished. Forman noted that Savage will be greatly missed, expressed gratitude for all he has contributed and shared in his happiness that he has found an organization that will benefit from his talents and greatness. Forman directed that the letter be forwarded to all families in the weekly email newsletter.

I. PUBLIC COMMENT

This is the time in which anyone in the audience may address the Board for two (2) 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)

Sandy Noel, academic consultant for the school, complimented the staff and Board who were a part of the WASC accreditation process, saying that the “end result was abundance mentality” even though most staff had never been through this process. She commented that she was impressed with the way the staff, administration and teachers all worked together, and was pleased with the “beautiful wording and phrasing and authenticity of the document”. Chairman Forman thanked Sandy, the administration and all who helped with the project.

II. ANNOUNCEMENTS: Information Only Section

A. Scholar Council Update (Anderson)

Dean of Scholars Yniguez reported on the Scholar Council on behalf of Scholar Council President Anderson who was out of town. Yniguez reported that two healthy snack machines have been installed and are operating in the MPR/lunch room, and that the spirit week went off without a hitch with all scholars demonstrating respect. He also updated the Board that outdoor lunches, as previously approved, will begin in a few weeks when the weather warms up.

B. MAC Update (Sandvos)

Music and Arts Committee (MAC) Chair and JAA parent, Adrienne Sandvos, reported on the Holiday Arts Celebration. Approximately 450 guests attended the event in addition to the 130 scholars who performed. The evening, which showcased scholar music and theatrical performances and poetry readings, drew a much bigger response than anticipated. The MAC put together the event without a budget, by acquiring donation of the venue, material donations of trees, lights and other items and monetary donations from committee members and stores, totaling about \$250. They are hoping to make the Holiday Arts Celebration an annual event and for it to be the big arts event of the year. Sandvos also reported that because the event was much larger than anticipated, there were some glitches. The Committee had wanted to incorporate the children’s chorus in the event, but the response was much higher than the venue’s capacity. Sandvos noted that the choir concert in October, held in the MPR, almost went over max capacity as well due to the huge response from scholars and parents. She pointed out that for next year the music and arts performances will need a bigger venue, or the MAC will have to be very creative in planning for performances.

Sandvos also noted that a big event, like the Holiday Arts Celebration, is only feasible once per year and that they hope next year to have a budget. The MAC will keep other events throughout the year smaller and more simple. She reported that an event inspired by Civil Rights Movement is being planned for March. The event will be held at school with moving performances.

Sandvos also reported that the MAC hasn’t been able to attract a large number of parents and currently is working with only eight to ten regulars at meetings. The Holiday Arts Celebration was presented through the efforts of only six members, most of whom did not even have scholars performing that night. The MAC also sold concessions at the event to raise \$400 for the band to spend on sheet music and supplies. She also thanked Mrs. Jensen and Mr. Blankenbehler for being very inspiring.

Board Member Nielsen suggested the committee send a letter to parents of all JAA arts students, while event is still fresh in their minds, to encourage them to join the MAC to support their scholars and the arts.

Chairman Forman presented Sandvos with a floral arrangement to thank her for her hard work. He also thanked her and her husband for the video they created. Forman asked her to submit a proposed budget for next year and Nielsen suggested that the PSO may be able to fund part of the MAC budget.

C. Fund Development Update (Dildine)

Development Director, Jane Dildine, reported that Beyond the Quill tours have been moved to Noon – 1 PM, with a light lunch for attendees, and that many who had been invited to attend prior to the Holidays are now responding. A calendar with tour dates, the first Tuesday and third Wednesday of each month, was forwarded to all staff.

Dildine also reported on upcoming events and ongoing projects:

President's 5K: The Feb. 16th race is sponsored by White Hawk Insurance with all proceeds going to JAA. Fourth grade teacher, Heather Brown, is challenging her scholars to run and working to get other classrooms to compete against each other. The Office staff will also have a team and the Board can join a team as well. Dildine is working on the banking arrangements so that checks for the event can be deposited.

Speaker's series: The purpose is to attract a big name speaker so that the event will be widely attended by both JAA and the greater Sacramento communities. A Beyond the Quill committee member is related to a potential speaker and Joshua Charles is helping to approach Newt Gingrich.

Hillsdale College Grant: Dildine and first grade teacher, Kendra Lamboy, have been working on a \$25,000 Hillsdale College grant to be awarded to a charter or private school using the classical education model. She has personally talked to Dr. Calvert, Hillsdale College President, and he emailed to check the status over the Christmas break. Other teachers will be meeting on Friday to offer suggestions. The grant is due February 1st.

Media: Dildine is working with Krista from KFB Public Affairs to create and launch a blog with different voices/contributors including parents, teachers, Board members, scholars and business leaders. Karen Hansen is helping with the Twitter account and Oliver DeMille is now following JAA. Josh Charles is tweeting about us and Dennis Prager is following us. Dildine is also hoping to get JAA publicity by being featured on radio programs such as Dennis Prager and Armstrong and Getty.

D. Update on Staff Evaluations (Happoldt)

Happoldt reported that she has conducted professional goal setting conferences with teachers and scheduled observations and pre/post conferences with them. Happoldt worked with Sandy Noel to adapt evaluation tools from St. Hope Academy; aligning them to the CA State standards for the teaching profession and our Nine Core Values. The evaluation tools will be shared with staff before final evaluations and Happoldt will be collaborating with Sandy Noel throughout the process.

E. WASC Update (Happoldt)

Dean of Academics Happoldt reported that JAA has received a copy of the WASC visiting team's report that will be submitted to the governing board and the report was very positive. The WASC governing board will review the report at their meeting on January 15th and provide their decision approximately three to four weeks later. The report should arrive on or before February 12th.

F. Enrollment Update (Brophy)

Dean of Operations Brophy reported that current enrollment is 692, with additional scholars being assessed. 2012-13 upper grade enrollment (for 6th -11th grader scholars) is now closed and openings will be filled from the wait list with scholars to start no later than January 22nd. Enrollment applications will be accepted for K-5th grade scholars through February 25th with scholars starting no later than March 4th. We are currently cleaning up the K-5th grade wait list, going through applications and documents, and hoping to fill all currently open spots prior to lottery.

G. Lottery Procedure/Date (Brophy)

Brophy reported that 2013-14 Open Enrollment period will close on February 28th and the lottery will be held on March 11th. Wendi Brabon has created a detailed spreadsheet and process for establishing and tracking the wait list. The Letter of Intent to Return for current scholars will be emailed on Friday and includes a place to list names and grades for siblings who are applying so we will have an idea for classroom planning.

Chairman Forman suggested that families new to JAA attend a parent orientation before scholars are accepted, and one after acceptance, so that parents are aware of the policies such as dress code and homework, and the unique aspects of the Academy before they come.

Brophy explained that she is working on a document to describe the classical education model, mentoring, etc and identify what that looks like at each grade level. She reported that the Deans currently use a checklist when interviewing parents to talk about each item so that people coming in are aware of the requirements. She noted that new parents are on board with materials donations, volunteering, and mentoring. She has discussed creating a parent orientation with Karen Hansen so that parents know what a classical education is.

Nielsen reported that the PSO New Parent Orientation Team has proposed creating a type of “survival guide to John Adams Academy.”

H. AP Course Update (Happoldt)

Happoldt reported that AP course documentation will be submitted by Jan 31st for AP European History, AP Chemistry, AP English Language Arts, and AP United States History. Chairman Forman thanked the teachers who are doing the paperwork and teaching the courses, and assured that the Board is committed that we are here to help with anything they need.

I. Tile Update (Brophy)

Brophy reported that Office now has beautiful tile in the entryway thanks to the Sherrod's who had one of their employees lay the tile during the Winter Break. She commented that the office looks great and will be easier to clean up.

J. Safety Team Update (Yniguez)

Yniguez reported that the members of the Safety Team are becoming a great resource and are working on comprehensive safety plans. The Safety Evacuation Plan overview and the detailed plan for Emergency Evacuation 1 have been completed and are ready for staff review. After staff and safety team review, the entire policy will be submitted for Board review. These plans will be documented and drilled to take the thinking out of it when an emergency occurs. The team is developing four plans: one for onsite and two for off-site, and a lock down procedure. Yniguez also reported that the team is reaching out to law enforcement/safety agencies to make the site as safe as possible and the Roseville Police Department will be assigning a person to us. A safety patrol of dads on campus is also being developed. Yniguez hopes to create a plan that will make

us a model and allow us to serve the community as well.

Yniguez asked the Board for direction in developing lockdown procedures and will submit information for next month's agenda. He also shared with the Board a proposed letter to families requesting items for 72-hour kits, in case of a longer-term emergency.

The Board reviewed the letter, which will be placed on the consent agenda for next month. The Board suggested specific areas that emergency plans need to address, including space concerns and threats from persons with access to our safety plans.

K. Mentoring Update (Yniguez)

Mr. Yniguez reported that the mentoring program is completing for the first quarter and is almost completely staffed for the upcoming mentor term. The lower grade program is two mentors short but they are confident that these spots will be filled shortly. He explained that the end of the quarter mentor accountability reporting should be ready to input into AERIES, if the process in AERIES can be worked out. There is some concern on how the actual reporting will be done because mentor programs are separated into three quarters and all other classes are divided in two semesters.

Board Member Nielsen asked for feedback from Mentors regarding the age-appropriateness of the required essays and expressed concern about assignment considering the age/education gap presented by having 6th – 11th graders in same mentor class. She recommended that mentors help inform scholars on how to complete the essays at their ability level.

Chairman Forman also asked that the Mentor Coordinator, Dean Yniguez and Dean Happoldt evaluate the mentors to ensure that expectations are met and mentoring is meaningful for the scholars.

III. CONSENT AGENDA

Approval of Field Trips: 2nd grade walking fieldtrip to bank; Kindergarten to play "School House Rock" January 25, 2013

The Second grade classes will be walking to a Wells Fargo Bank on Harding Blvd. to learn how a bank works and then they will complete assignments on working with money. The teachers are creating a back-up plan for transportation in case of inclement weather.

Kindergarten classes will be going to the Roseville Utility Exploration Center to watch a play dealing with science standards 2.3 and 2.4.3.

Motion to approve the fieldtrips was made by Board Member Sherrod and seconded by Board Member Nielsen. The motion passed unanimously.

Ayes 4

Nays 0

IV. ACTION AGENDA

A. Election of Board Members for Two (2) Year Terms (Brophy)

The planned action item was for the election of Board Members Dean Forman, Norman Gonzales and Paul Savage, and to elect a Chairman and appoint a Vice Chair, CFO and Secretary for the Board. Due to the resignation of Board Member Paul Savage, the election included only the re-election of Dean Forman and Norman Gonzales, and a special election will have to be held for the open position if the Board chooses.

Chairman Forman explained that John Adams Academy is set up under the non-profit John Adams Academies, Inc. and that the Board of Trustees is the governing board for both the non-profit and the school. The Board can have between five and seven members.

The motion to elect Board Members Dean Forman and Norman Gonzales, nominated previously, was made by Board Member Sherrod and seconded by Board Member Nielsen. The motion was approved unanimously.

Ayes 4

Nays 0

A motion to appoint Dean Forman as Chairman & President was made by Board Member Sherrod and seconded by Board Member Gonzales. The motion was unanimously approved.

Ayes 4

Nays 0

Chairman Forman then appointed the following:

Vice Chair – Board Member Cindi Sherrod

CFO – Board Member Norman Gonzales

Secretary – Board Member Tricia Nielsen

V. CLOSED SESSION - None

VI. NEXT MEETING – Tuesday, February 12th, 2013 4:00 p.m. (Lincoln's Birthday)

VII. ADJOURNMENT

Motion to adjourn was made by Board Member Nielsen and seconded by Board Member Gonzales. Motion passed Unanimously.

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