



## **VI. CONSENT AGENDA**

### **A. No Business**

## **VII. ACTION AGENDA**

### **A. Discussion/Approval of revised Budget Items. (Brophy)**

Dean of Operations, Heather Brophy proposed that the Board revise the 2012-13 budget to include actual income from waivers of State deferment and the increase in scholar materials donations and to reallocate savings in curriculum and materials to provide for stipends and consulting fees not included in the original budget. Brophy reminded the Board that the original budget was created using the most fiscally conservative forecasts in all possible areas, including State deferrals.

She reported that JAA has received \$300,000 in waivers of State Deferrals for the first half of the year, which will offset the expected \$300,000 negative balance at year-end, if JAA holds to the budget. JAA has also recorded a \$12,000 increase in scholar materials donations over last year and saved an estimated \$7,000 in the curriculum budget. Brophy projected that the additional income and savings will offset expenses and would allow the adjustment of the budget to include stipends for staff members responsible for WASC accreditation, A-G certification and the addition of AP courses, and for consultation and professional development expenses.

Funds needed for stipends would be approximately \$2,750 for WASC, paid upon accreditation, \$3,000 for A-G, paid upon certification, and \$3,000 for new AP course development. An additional \$3,160 is needed to pay consulting/professional development services for July – September and \$1,600 per month will be needed from October – June.

The Board discussed the need to first ensure that all classroom needs have been met and clarified that all funds donated by families for supplies will be used for supplies. The Board also clarified that the stipends in question are one-time expenditures. Dean Happoldt explained that the only exception would be for the development of new AP classes as they are added.

Discussion included the possibility of funding for the stipends and consulting fees, as well as other costs, coming from the fundraising account as well. Forman emphasized that the fundraising account should be used for discretionary funding. The Board agreed that this account should maintain a minimum balance to pay for fundraising efforts and should not be brought to zero as needs are granted. The Board requested an update on the fundraising account detailing what has been raised, what funds have been allocated and how much is available to meet needs. Brophy will give that report after the Bunco event in November.

Brophy recommended that the Board increase the curriculum budget from \$60,000 to \$70,000 to include the proposed stipends and that the consulting/professional development fees incurred through September be paid from the professional services line item until the budget can be increased to include these expenses.

Chairman Forman requested an item be added to the November Board Meeting Agenda to add a professional development line item to the budget.

Board Member Sherrod motioned to increase the 2012-13 curriculum budget from \$60,000 to \$70,000 to include the proposed stipends. Board Member Nielsen seconded the motion. The motion was unanimously approved

Ayes   5   Nays   0  

B. Recommendation of Board Members for November 2015 Elections (Savage)  
Board Member Savage recommended that Board Members Sherrod and Favero be appointed for another two year term. Letters of recommendation were provided to Board Members.

Motion to appoint Board Members Sherrod and Favero to another two-year term on the Board of Trustees was made by Board Member Nielsen and seconded by Board Member Savage. The motion passed unanimously.

Ayes   5   Nays   0  

C. Amendment of Catastrophic Leave (Brophy)

Brophy presented proposed changes to the employee Catastrophic Leave program. The proposal redefines the program to include eligibility for the death of household member and set the catastrophic leave pool as an “opt-in” program with days to be requested after an eligible employee has exhausted all other leave. The opt-in feature is designed to ensure equal help for all, regardless of popularity. Employees would opt in by donating one day to the pool. Eligible employees would be able to request a bank of five (5) days at a time from the pool for qualifying events. The Dean of Scholars would approve/deny the request for days and denials could be appealed to the Board. The catastrophic leave days would be paid at the rate of the recipient, regardless of the pay rate of the donor. Because sick leave days do not roll-over, employees will need to opt-in each year.

The Board discussed that the proposed policy does not cap the number of days one employee can request and that one event could possibly wipe out the entire catastrophic leave bank. Brophy explained that there is a risk that the bank could go to zero and that the staff could then request Board approval for the donation of another day if needed. She also clarified that days would not have to be used consecutively and unused days can be donated back into the catastrophic leave pool. The Board also discussed that opting-in would be completely voluntary. It was noted that sick leave is a benefit of employment that only costs the school when it is used, which means that the creation of catastrophic leave pool is an added benefit, increasing the likelihood that costs will be incurred but is an added level of benefit and protection the Board supports giving the school’s employees.

Board Member Savage motioned to accept the proposed voluntary catastrophic leave policy with the addition of the following stipulation: “all new employees will have 30 days after employment agreement is signed to participate, with the first 8 hours of

accrued eligibility donated to leave pool”. Board Member Favero seconded the motion. The motion passed unanimously.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

D. Recommendation of Donation to Manos Family Memorial Fund (Forman)  
Chairman Forman reported that discussion of this donation was intended to ensure the cost of the funeral was covered and that there is now enough money in the US Bank Memorial Fund to pay for funeral. Board member Sherrod also reported that teachers are also putting together a non-JAA fundraiser for the Manos family.

Item tabled as current need is met.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

E. Discussion/Approval of Insulation Issues at One Sierragate Plaza (Forman)  
Chairman Forman reported that the buildings and ceilings of the current facility were not properly insulated and that repairs will cost approximately \$7,000 . The lack of insulation increases the cost of heating and air conditioning because it was not up to code. Forman further reported that the building owner was not agreeable to remedying the situation and pointed out that the building was approved by the City. Forman has emailed the owner citing the “self help clause.” Dean Brophy reported that bids have been sent to the owner and she has requested that they be forwarded to us as well. The owner did reduce this rent bill.

Chairman Forman requested that Dean Brophy bring copies of bids, emails and an update of the owner’s intentions to the November Board Meeting so that next steps can be determined.

Item tabled until November Board meeting.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Adjourn to closed session 5:25 PM.

## **VIII. CLOSED SESSION**

A. With respect to every item of business to be discussed in closed session pursuant to Section 54957:

**PUBLIC EMPLOYEE APPOINTMENT**

Title: Independent Contractor Regular Education Consultant

Confirm hire of Independent Contractor Regular Education Consultant Sandie Noel

B. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: Sierra College property

**Dean Forman to represent John Adams Academy in all matters pertaining to real property negotiations**

**IX. NEXT MEETING – Thursday, November 15th, 2012 4:00 p.m.**

**X. ADJOURNMENT**

**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*