

Rock Creek Community Academy School Board
July 12, 2010
Meeting Minutes: Open Session

The meeting was called to order at 11:00 A.M. by Don Haas, Chairman. Also present: Channock Banet, Jeff Dethy, and Marion Winslow, constituting a quorum of members; John Secor was absent. Sara Hauselman, RCCA administrator/ principal was present. Susan Miller, Business Manager/Treasurer and Laurie Serak, BSUOCS field rep, were absent. There were no visitors.

The Board heard two presentations from Pete Corrao of Neace Lukens and Gary Walters of Walters Insurance about their companies and the coverage each could offer. Mr. Corrao will provide a quote; Mr. Walters presented his company's quote. (**Attachments A and B**)

- After discussion, the Board resolved that Susan Miller (and others as necessary) provide all pertinent information to Mr. Corrao to expedite the Neace Lukens bid and that, pending an acceptable bid, the Board contract with Neace Lukens. The motion was made by J. Dethy; second by C. Banet; unanimous Board agreement.
- The Board resolved to approve the June 22 meeting minutes as presented. Motion was made by C. Banet; second by D. Haas; unanimous Board agreement.

Sara Hauselman reported that the current enrollment is 323 (**see Attachment C**) and presented a slate of (5) teachers and (4) administrative/other staff with their contracts for Board review.

- The Board reviewed the proposed contracts and resolved to accept the slate of teachers and a building/transportation/safety specialist as recommended by Sara Hauselman, CEO of RCCA. The other administrative staff members have already been approved by the Board for the pre-opening time and this resolution includes accepting their continued employment and contracts for the school year as presented. The motion was made by J. Dethy; second by M. Winslow; unanimous Board agreement.

The teachers are: 1) Chris Brown , 2) Denise Burton, 3) Gregory Burton, 4) Joseph Campbell, 5) Patty Fenner; other staff/administration: 1) William Paro, 2) Jenn Brown, 3) Sara Hauselman, 4) Susan Miller.

- The Board resolved to appoint Jenn Brown as Deputy Treasurer for the Academy. The motion was made by D. Hass; second by J. Dethy; unanimous Board agreement.
- The Board resolved to specify that RCCA designates the purchase of any capital item, \$2500 or more, as a "capital item." Motion made by J. Dethy; second by C. Banet; unanimous Board agreement.
- The Board resolved to establish the following Travel Policy: A) \$.40 per mile plus parking; B) Up to \$40.00 per diem for food allowance-to be increased if cost of living is high in a particular area and okayed by Administrator and Treasurer; C) School will

pay cost of lodging; D) School will pay cost of conference unless otherwise agreed upon by the parties involved, with pre-determined conditions set prior to event; E) No alcohol allowed; F) Detailed, itemized receipts must be provided and submitted to office prior to reimbursement. Motion by C. Banet; second by M. Winslow; unanimous Board agreement.

The Board tabled the amending credit card and setting terms items on the agenda.

- The Board resolved to approve hiring Rodney Redden to paint classrooms per his proposal (**Attachment D**) in the amount of \$9,228.00 plus the purchase of the paint (by the school, not the contractor, at a savings) estimated at approximately \$1,200.00.

Sara Hauselman reported on bus lease/purchase (**see Attachment E**), giving information about a specific bus (2003 66-passenger diesel) that may be available. She is also checking on the shuttle bus being approved as an activity bus.

- The Board resolved to authorize Sara Hauselman to investigate the purchase of a used bus and act on it if conditions are acceptable up to the amount of \$22,000.00. Motion by D. Haas; second by J. Dethy; unanimous Board agreement.
- The Board resolved to authorize Sara Hauselman to pursue information about and the purchase of school furniture (used if available) adequate for the enrollment of this new school year. Motion by J. Dethy; second by D. Haas; unanimous Board agreement.

S. Hauselman reported or distributed the following info from S. Miller: 1) current financial balance statement; 2) notification that the school will receive \$215, 400.00 from the PCSP Grant for which it applied for professional development and other pre-opening activities and administrative salaries for the pre-opening period; 3) revised grant budget; 4) school approval for \$1,049,212.00 from the Common School Loan fund (**see Attachments F, G and H**).

At the next meeting, the Board will look at suggested changes/rewording/ deletions in the by-laws, etc., made by Brian Carpenter at the June 22 board training seminar.

- The Board resolved to adjourn the meeting at 1:17 P.M. with unanimous Board agreement on a motion made by J. Dethy; second by Marion Winslow.

The next meeting will be on August 9, 2010, at a time and location to be announced.

Respectfully submitted by

Marion Winslow, Secretary of the Board

Don Haas, Chairman of the Board