

**SANTA ROSA ACADEMY
REGULAR MEETING FOR THE GOVERNING BOARD
MINUTES**

Friday, January 23, 2009

9:00 a.m. – Regular/Action Sessions

Santa Rosa Academy

34862 Monte Vista Drive, Suite 107

Wildomar, Ca. 92595

I. OPENING SESSION

A. Dr. William Loftus called the meeting to order at 9:08 AM.

Members Present: Dr. William Loftus, Midge James, Sarah Hartman, Katey Hoehn,

Members Absent: Dr. Michael Erickson, Dan Temple.

II. APPROVAL OF AGENDA

The Board (Loftus/James) approved the agenda for January 23, 2009, with the deletion of Action Item 2C

III. APPROVAL OF BOARD MINUTES

The Board (James/Hartman) approved the minutes of the regular meeting held November 18, 2008.

IV. CLOSED SESSION

No agenda items

V. PUBLIC OPPORTUNITY

Opportunity for Members of the Public to Address the Governing Board Concerning Items that are not on the Agenda. In an effort to gain as much public input as possible, individual speakers will be limited to FIVE MINUTES. Speakers are urged to add new information and not simply repeat points that have previously been made. Total public input on any one item will be limited to TWENTY MINUTES, or maximum of two minutes per speaker.

VI. PRINCIPAL'S REPORT

- End of Semester went well. Report cards went out
- January 12, 2008 Staff Development Day was reserved for the WASC self study
- Survey Monkey being utilized for WASC self study
- We have 463 students
- 6th grade in Astro Camp Jan. 21-23, 2008. Most of the 6th grade attended
- 7th and 8th grade classes have a trip to Catalina in March
- Competitive Edge Construction has begun a feasibility study. Is working with realtor on potential properties for permanent site
- Year 2 planning underway for the Engineering classes
- Year 1 planning underway for the Robotics and potential Bio Medical program
- Will be purchasing robotics and Bio Medical equipment
- School is going green, cutting back on paper usage with the usage of technology as an alternative
- Classes have been outfitted with LCD projectors, white boards and with possible purchase of smart boards in the future
- White track is sending assignments by email and using website for announcements
- Mrs. Badillo sending out a monthly update via email

- Soon registration packets will be available on line
- 2008/2009 Gala to be held on April 24, at the Diamond Stadium. \$45 for single, \$80 for couple
- In need of donations for gift baskets and silent auction

VII. ACTION SESSION

A. CONSENT AGENDA

The school board (James/Hartman) approved the consent agenda items 1a-1y, 2a and 3a

B. ACTION AGENDA

1. Board Policies

- a. The School board (James/Hartman) approved the Agreement for Project Lead the Way: Biomedical program
- b. The School board (James/Hartman) approved the Revised Board Policy: 5002 Suspension and Expulsion
- c. The School board (Hartman/James) approved the Administrative Procedure 5002.1 Suspension and Expulsion

2. Business And Financial

- a. The board (James/Hartman) approved the Certification of Signatures
- b. The board (James/Hartman) approved the 3002: Resolution for Special Reserve Fund
- c. The board (Loftus/James) approved the removal of item 2c due to it being a non voting item
- d. The board (Hartman/James) approved the 2007-2008 Audit Review with addition of the waiver request to the California Department of Education

3. Personnel

No Agenda Items

4. Administration

- a. The Draft copy of Personnel Handbook action was tabled (Loftus/James) until the February meeting.

VIII. ITEMS FOR DISCUSSION AND REVIEW

A. Board Policies

The following Board policies were reviewed by the Board and suggestions will be incorporated into revised Policies which will be placed on the next Board Meeting agenda for Action:

1. Board Policy: 3011 Bids
2. Administrative Procedure: 3011.1 Bids
3. Board Policy: 3012 Budget
4. Administrative Procedure: 3012.1 Budget
5. Board Policy: 3013 Claims and Actions Against the School
6. Administrative Procedure: 3013.1 Claims and Actions Against the School
7. Board Policy: 3104 Concepts and Roles
8. Board Policy: 3017 Education Travel Programs
9. Administrative Procedure: 3017.1 Education Travel Programs
10. Board Policy: 3018 Equipment
11. Board Policy: 3020 Fees and Charges
12. Administrative Procedure: 3020.1 Fees and Charges
13. Board Policy: 3021 Financial Reports and Accountability

14. Board Policy: 3023 Gifts, Grants and Bequests
15. Board Policy: 3024 Inventories
16. Board Policy: 3025 Lottery Funds
17. Board Policy: 3026 Payment for Goods and Services
18. Administrative Procedure: 3026.1 Payment for Goods and Services
19. Board Policy: 3027 Petty Cash Fund
20. Board Policy: 3028 Purchasing
21. Administrative Procedure: 3028.1 Purchasing
22. Board Policy: 3029 Relations with Vendors
23. Board Policy: 3030 Risk Management and Insurance
24. Administrative Procedure: 3030.1 Risk Management and Insurance
25. Board Policy: 3031 Sale and Disposal of Books and Supplies
26. Administrative Procedure: 3031.1 Sale and Disposal of Books and Supplies
27. Board Policy: 3032 Sale, Lease, Rental of School Owned Real Property
28. Administrative Procedure: 3032.1 Sale, Lease, Rental of School Owned Real Property
29. Board Policy: 3033 School Records
30. Administrative Procedure: 3033.1 School Records
31. Board Policy: 3034 School Revolving Funds
32. Board Policy: 3035 Transfer of Funds

B. BUSINESS AND FINANCIAL

The Following item was reviewed and any item needing action will be placed on the next Board Meeting agenda for Action:

1. Cash Flow Report, December 2008 was reviewed

The Following item was tabled for discussion until the February meeting

2. Audit Selection

C. PERSONNEL

No agenda items

ADMINISTRATION

No agenda items

E. BOARD MEMBER DISCUSSION

None

IX. PENDING ISSUES

No agenda items

X. STRATEGIC PLANNING

No agenda items

XI. ADJOURNMENT

Meeting adjourned at 9:48 am. Next Board meeting to be held February 17, 2008 at 9:00 AM at the Santa Rosa Academy, 34862 Monte Vista Drive, Suite 107, Wildomar, Ca. 92595

Sarah Hartman, Clerk of the Board

Date

Board Minutes taken by: Janette Chun