

Rocky Mountain Classical Academy
Board Meeting Minutes for Regular Board of Directors Meeting held February 11, 2010
at Piros Campus, 6:30 PM

Meeting Called By: Board of Directors
Facilitator: Scott Cathey

Attendees: Kristin Geesey (KG), Maryann Kephart (MK), Brian Cullen (BC) Scott
Cathey (SC) Bryan Tate (BT)

1.00 Call to order, Roll Call Bryan Tate 6:39 PM

Roll Call	KG	Present
	MK	Present
	BC	Present
	SC	Present
	BT	Present

2.00 Welcome and Pledge - Bryan Tate

3.00 Approval of Agenda

Bryan Tate needs one item added with regard to signing a contract for consulting
services with Mr. Doug Hering

Motion to add item 7.11 Contract with Doug Hering

SC 1st
KG 2nd
All in favor

4.00 Comments - Agenda Specific

None

5.00 Consent Agenda

5.01 Acceptance and Approval of Meeting Minutes
Minutes for 1/14/10, 1/22/10, 1/28/10
MK 1st
SC 2nd
All in favor

6.00 Informational Items

6.01 Principal Report Piros Campus - Kelly Taylor
Enrollment is solid, will be adding another section of 2nd and 4th grades for
2010/2011 school year = total students 552 or a growth of 36 students.

- 6.01 Principal Report Pony Tracks Campus - Debbie Womack
Implemented RTI and SSR (Sustained Silent Reading) campus wide. Now reaching all students.
Teacher Evaluations will be complete by end of February
CSAP pep rally is planned, a parent who is a professional comedian is coming
Academic booster club is building care packs for the test takers
Peer Mentors for 2010/2011 are being nominated, training set for March
Yearbook is progressing
Mrs. Bell is meeting with Sophomores to verify they are on track for graduation
Created teacher work teams - short term task is to plan for rest of year. Then 10/11 school year by end of March.

Mr. Tate requested that Student Council come to the March board meeting and present. Mrs. Womack stated that she would invite them.

Mrs. Kephart asked Mrs. Womack to address the concern about literacy plans that was brought up at the last board meeting. Mrs. Womack stated that this has been addressed at the MS/HS. Students are receiving 1 hour of intervention and 1 hour of SSR each week. Parents have been notified of the services their children are receiving. Writing ILP's is in process.

- 6.03 Home School Report - Carla Whitmer
Enrollment is 112 this year. Have 106 confirmed for next year and is planning on adding 3 more sections next year a capacity of 160 students would result.
Doing teacher evaluations right now
Currently looking for more teachers
- 6.04 Business Manager Report - Rick Veatch
We are 35 of 119 payments through our Tatonka loan - 30% finished.
We owe \$60000 to Firstbank we will pay \$20,000 per month for the next 3 months.
He is using the extra \$20,000 per month from the revision of payments with Firstbank is allowing him to pay down payables faster.
Will be setting up a new account to hold deposits from fund raisers (fiduciary responsibility)
D49 sent HR people to tell us about new requirements on teachers.
W-2's are printing tonight and will be hand delivered tomorrow.
Direct deposit should be online for February payroll. Should show all payroll data for 2010 so far.
Need to have a RMCA Building Corp meeting to get Rick as a signer on the account.

7.00 New and Ongoing Business

7.01 2010/2011 School Calendar - Kelly Taylor

We are required to have 160 school days or 1080 contact hours. RMCA's schedule provides 134 M-Th days plus 32 Fridays = 1149 contact hours. We may need to change start and end times at the Piros campus due to traffic issues with Horizon.

Provided copies of proposed calendar to board.

BC suggested that we might need to change the four day break in October to better align with D49's Fall Break. No school on 10/8/10.

Kelly will revise the calendar to align with the suggested changes and redistribute.

Motion to approve the calendar with noted changes

KG 1st

MK 2nd

all in favor

7.02 RMCA Website Update - Eric Sova

Mr. Sova provided the board with a suggested policy for website content and usage.

He has met with the administrators to determine needed content for each campus

We still don't know for sure if we will be able to keep our current domains.

We have a new/temporary domain name RMCA-COS.org

Talking to Jon Ford about changing email addresses.

Should have a launch date of 3/1/10

Administrators are working on content

Individual pages

Active Intranet

Authenticated Users will have viewing rights that non authenticated users will not have

Website will automatically send newsletters to users.

Motion to approve Eric Sova to launch new website

SC 1st

MK 2nd

all in favor

Motion to switch items 7.03 with 7.09 to accommodate Laura Fiemann's schedule

MK 1st

SC 2nd

all in favor

7.09 Tatonka Update - Laura Fiemann

Bryan Tate asked Laura Fiemann from Tatonka Capital to explain to the board how the RMCA Building Corporation should operate. Should there be a building corporation checking account? Ms Fiemann stated that the building

corp should not have a checking account. There should never be any assets, the building corp is a wholly owned subsidiary of RMCA. Its only function is to hold title until the mortgage on the buildings is paid off.

The lease specifically states that RMCA should pay Tatonka directly - no funds should go through the building corp.

Mr. Tate thanked Ms. Fiemann for her time and clarification on this matter.

7.04 Accounting Policy - Rick Veatch

Before getting into the accounting policy, Mr. Veatch stated that we need to give notice of termination to Jani King.

Motion to cancel current contract and acquire new bids for Janitorial Service
SC 1st
MK 2nd
All in favor

Refers to General Accounting Standard Bulletin 34
Rule of thumb for threshold is \$5000.
D49 recommends \$5000 threshold
Need to adopt this threshold to correct books for Fiscal Year 2008-2009
It will be applied to 2009- 2010 Fiscal Year as well.

Reminded the board that a correction doesn't affect RMCA's cash position or overall financial picture - it aligns us with proper accounting procedures.

Motion to establish a financial policy creating a \$5000 threshold for depreciation.
MK 1st
SC 2nd
all in favor.

7.05 Charter School Waivers - Rick Veatch/ Bryan Tate

Human Resources meeting with D49 revealed a problem with RMCA's charter school waivers and because of this CDE is blocking our entire request.

Per DJ Alberts, we need to pull our entire request, rewrite, resign and resubmit.

Problem is with 22-87-105 and 105
Eric Sova will add necessary items to internet policy and resubmit.
RMCA will need to get new signatures from parents.

Motion to revise waiver request for CRS 22-87-104 & 105 to eliminate from RMCA's request for waivers.

KG 1st
MK 2nd
all in favor

Motion to acquire from D49 in writing the ability to maintain our internet security independent of D49.

MK 1st
BC 2nd
all in favor

- 7.06 Third Quarter Conferences - Kelly Taylor
No need to discuss this situation currently

- 7.07 Number of Sections for 2010-2011 School Year Elementary Campus - Kelly Taylor
Returning students require additional sections to accommodate.
2nd and 4th grade additional sections

Motion to add 1 section each of 2nd and 4th grade for 2010/2011 school year and maintain all other grade sizes.

BC 1st
MK 2nd
all in favor

- 7.08 Long Term Substitute Teacher Pay Scale.
Currently RMCA pays \$85 per day for a full day sub but has no policy for pay scales for long term substitutes.

D49 breaks their substitute pay scale into days 1-20, 21 - 45 and 46 + days respectively. We will use this guideline for time and will set our pay rate at 90% of D49 published pay scale.

Motion to establish Long Term Substitute Pay for a single assignment as follows:

Full day Substitute Pay days 1 - 20 \$85/day
Half day Substitute Pay days 1 - 20 \$45/day
Full Day Substitute Pay days 21 - 45 \$99/day
Half day Substitute Pay days 21 - 45 \$60/day
Full Day Substitute Pay days 46+ \$117/day
Half day Substitute Pay days 46+ \$70/day

- 7.03 Administrative Job Descriptions/Evaluations - Brian Cullen/Maryann Kephart

The positions of Business Manager, Homeschool Director, Elementary School Principal have copies of their job descriptions. Reviews are planned for 2/19/10.

Motion to proceed with reviews as planned, Brian Cullen and Bryan Tate will do reviews on Friday 2/19/2010.

KG 1st
SC 2nd
all in favor

Elementary School Principal at 8:00 AM
Business Manager at 9:00 AM
Homeschool Director 10:30 AM
High School Assistant Principal 11:30 AM

Maryann Kephart will make evaluation forms and email them prior to 2/19/10

7.10 Uniform Policy Review MS/HS - Debbie Womack

Mrs. Womack would like some clarification from the board as to what should be done at MS/HS regarding students who “push the envelope with uniforms”

Discussion regarding shoes at the MS/HS campus followed.

Policy states Solid Black, Brown or Navy shoes free from design or characters. Question - are athletic style shoes ok if they meet the solid black, brown or navy, without designs or character standard? Yes.

Discussion regarding Tight Clothing - to enforce resend the uniform policy via email to all families. The policy stands as it is written. Administration is responsible for enforcement.

7.11 Contract for Consulting Services with Doug Hering - Bryan Tate

Motion to approve Bryan Tate to sign the contract with Doug Hering for consulting services.

MK 1st
SC 2nd
all in favor

8.00 Other Business

Executive Session

Motion to move to Executive Session

MK 1st
SC 2nd
all in favor

Resume regular session at 11:05 PM

Motion to approve changes in stipends discussed in Executive Session

KG 1st

MK 2nd

all in favor

Motion to adjourn

KG 1st

SC 2nd

all in favor

9.00 Adjournment

Meeting adjourned 11:10 PM