

**Rock Creek Community Academy School Board**  
**July 21, 2014 6:00 P.M. at Fireside Café, Sellersburg, IN**  
**Meeting Minutes: Open Session**

John Secor called the meeting to order at 6:15 P.M. Also present: Jeff Dethy and Marion Winslow, members, constituting a quorum. Sara Hauselman, RCCA Administrator/ Principal; Jennifer Brown, RCCA Dean of Students; and Susan Miller, RCCA Treasurer, were also present.

- The Board resolved to approve the meeting memoranda of the Executive Session and the meeting minutes of the Open Session of June 9, 2014 on a motion made by Jeff Dethy; second by John Secor; unanimous Board agreement by vote.

RCCA Treasurer Susan Miller gave information about or reported the following:

- (1) the most current financial reports are not available from Bookkeeping Plus;
- (2) update status of RCCA relationship with Bookkeeping Plus;
- (3) RCCA Business Office is exploring refinancing loan through New Washington Bank and other institutions;
- (4) fire hydrant completely installed at approximately \$18,000; water line installation area has been re-blacktopped; power washing of parking area affected by installation is due next;
- (4) part of 2014-15 contracts to be signed for 9 teachers and one paraprofessional, including three new teachers whose employment is contingent on the Board's approval at tonight's meeting;
- (5) there were no vouchers to be signed by the Board.

- The Board approved the employment of Erica Everage, Ashley Bacon, and Jaclyn Brightwell as proposed by Principal Sara Hauselman on a motion made by John Secor; second by Jeff Dethy; and unanimous Board agreement by vote.
- The Board signed contracts for the following 2014-15 new teachers: Ashley Bacon, Jaclyn Brightwell, Erica Everage;; for returning teachers: Joe Campbell, Beth Koopman, Katie Lovins, Emily Ott, Lara Williams, Diana Winchester; for paraprofessional: Christine Carver.

Administrator Sara Hauselman reported/presented the following:

- (1) 2014-15 enrollment stands above 500; continuing to enroll a few students
- (2) successful filling of four vacant teaching positions recently
- (3) recent meeting with Ball State representatives on June 20, 2014 in Indianapolis about recertification was both very informative and very encouraging about charter process
- (4) purchase of a commercial refrigerator (to replace one that no longer worked) from Dine Company for \$4155.00
- (5) tablets/computers purchased by PTS and some individual donors for school are being prepared for use
- (6) request for funding (possibly \$2-4,000) to hire an outside source on temporary basis (4-6 weeks) to be responsible for the preparation of materials for the Ball State re-chartering process, effective immediately.

The Board inquired about funding the position and was advised by Susan Miller that funding is under review, possibly being made available as result of Treasurer Report, item 3 above.

Mrs. Hauselman predicts that the writing portion of the project could be completed in August or early September. Representatives of Ball State will be on campus for a site visit on September 29-October 1, 2014.

- The Board approved the plan to establish a short-term contract position for an outside qualified person to be responsible for the preparation of re-chartering documents for submission to Ball State. The motion was made by Jeff Dethy; second by John Secor; unanimous Board agreement by vote.

The Board directed Sara Hauselman to pursue the issue by contacting a person of interest, checking availability and costs and reporting back to the Board with recommendations.

- The Board resolved to approve the Administrator's report as presented on a motion by John Secor; second by Jeff Dethy; unanimous Board agreement by vote.

The Board discussed the following:


- (1) Board expansion—reviewed two applications; will have a work session at 6:00 P.M. on Monday, July 28 at the school to interview the applicants, Shannon Ford and Jason Hall.
  - (2) Detailed review of points from RCCA School Board Attorney Jack Vissing's letter about his edits and suggestions in tandem with the draft of the revised Personnel Handbook. Board Secretary Marion Winslow will coordinate this week with Susan Miller in final edits, processing and preparation of the Handbook, including the completion of the table of contents and inclusion of several appendices. It will be distributed to all teachers and staff at the beginning of school personnel orientation.
- The Board resolved to approve the "Seclusion and Restraint Policy" presented for inclusion in the newly revised and updated personnel Handbook with rewording discussed in the meeting on a motion by Jeff Dethy, second by John Secor; unanimous Board agreement by vote.
  - The Board resolved to approve the newly revised and updated Handbook with the changes and inclusions discussed at this meeting on a motion made by John Secor; second by Jeff Dethy; unanimous Board agreement by vote.
  - With no other business, the Board resolved to adjourn at 7:50 P.M. on the motion made by John Secor; second by Jeff Dethy; unanimous Board agreement by vote.

**The next meeting will be @ 12:00 Noon on Monday, August 21, 2014, at Cricket's Café, junction of Old State Rd. 60 and I-65, Sellersburg.**

Respectfully submitted by



Marion Winslow, Secretary of the Board



John Secor, Chairman of the Board