

~ To inspire our students and community through a sustainable, comprehensive academic environment...

Forest Ranch Charter School – Board of Directors  
Tuesday, May 15, 2018 at 5:30PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Regular Meeting Minutes

1. Open Session – Call to Order at 5:53 pm
2. Roll Call
  - a. Christia Marasco – Director
  - b. Lisa Speegle – consulting CBO - Absent
  - c. Janina Carter – Chair, Parent Representative (June 2019)
  - d. Robin Wilder – Vice Chair, Parent Representative (June 2019) - Absent
  - e. Jodi Dziedzic – Secretary, Parent Representative (resigned, April 23, 2018) - Absent
  - f. Michele Jimenez – Treasurer, Audit Liaison, Teacher Representative (June 2020)
  - g. Scott Mackenzie – Community Representative (June 2018) - Absent
  - h. Lynne Wright – Community Representative (June 2019)
  - i. Robert Chaplin – FRCA Liaison, Educational Representative (June 2018)
  - j. Heather Hastain – PTP Liaison, Parent Representative (June 2020)
3. Celebrations / Recognitions: Christia reported that we got the funds from the MTSS grant. Caaspp Testing has been going smooth.
4. Public Comments on Items NOT on the Current Meeting Agenda
5. Changes / Deletions to Current Meeting Agenda: No Changes
6. Consent Calendar (10 minutes): Michele Jimenez moved to approve the consent calendar items a, b, c, as listed. Lynne Wright seconded. Ayes: Michele Jimenez, Janina Carter, Lynne Wright, Robert Chaplin, Heather Hastain. Noes: None Absent: Robin Wilder, Scott Mackenzie, Jodi Dziedzic, Lisa Speegle.
  - a. Consider Approval of Meeting Minutes from April 17, 2018
  - b. Consider Approval of April Financial Report
  - c. Consider Approval of Proposed Field Trips
7. Discussion/Action Calendar
  - a. Initial Presentation on 2018/19 L-CAP: Christia presented the executive summary, and gave an initial review as to what the LCAP's purpose is. She gave the back story to the 2017-18 LCAP results of the expected and actual measures. Christia explained our plans to make changes for the 2018-2019 school year to meet all LCAP measures. Overall we met most of our measures/goals. Christia has put much thought and time into a plan for next school year to remedy any deficits on this year's LCAP such as i-ready and chronic absenteeism.

- b. Presentation on 2018/19 Initial Budget draft: Christia presented the documents emailed. Documents were created by Lisa Speegle. This initial projection is determined by an enrollment number of 131. Christia made the board aware that we need to buckle down on spending as always, but most importantly, we need to enroll more students.
- c. Perform Board Self Evaluation: Self evaluations were filled out by board members ahead of time.
- d. Report Results of Family Satisfaction Survey: Christia presented color coded graphs containing the data from the Family Satisfaction Survey. We had a lot more “very satisfied” results than we had last year. We made improvement in the “bus” area. We got a rider on the bus and Neva is working half day, which helped. Lunch scored low again, it would be excellent to go back to an in house program. It is not something that we are ready to take on now. We will be reviewing the school to home communication processes with teachers and office staff.
- e. Presentation on Faculty Evaluations and Contract Renewal Recommendations: Staff has turned in evaluation rubrics and Christia has done sit down reviews with a few staff members. We are renewing all contracts except Miss Clark, who will be moving. Contracts will be brought to the next board meeting and we will vote on approving them.
- f. Second Trimester Academic Update: Christia presented i-ready data comparisons from beginning of the year to the end of the year with color coded bar graphs and percentages of students meeting target growth. End of the year was actually in April. Christia recommended training teachers further in dissecting i-ready data to enhance instruction.

## 8. Reports and Presentations

- a. Director Report (Marasco – 10 minutes)
  - i. Enrollment: Christia spoke about enrollment above.
  - ii. Student Achievement and Related Measures: Christia reported above in the Second Trimester Academic Update.
  - iii. Campus and Student Safety: Christia reported that we need to make sure that we are aware of internet safety and keeping exposure minimized on campus.
  - iv. Human Resources: Christia reported that we have an awesome, full crew for next year.
  - v. Upcoming School Events: The school musical is this weekend. Friday at 6:30 pm and Saturday at 2:00 pm. Open House and Spring Concert is next week, Thursday, May 24<sup>th</sup>. Fifth grade graduation is the morning of June 7<sup>th</sup> and eighth grade graduation is Wednesday, June 6<sup>th</sup> with the graduation dance following. Volunteer appreciation breakfast the morning of June 4<sup>th</sup>. We may move this event to a family picnic after this year. Christia is scheduling a family picnic to celebrate Beth Wattenberg’s retirement from the FRCS after care program.
  - vi. Professional Development: Nothing to report.

## 9. Announcement of Items to be Discussed in Closed Session

- a. Public Employee Performance Evaluation (54957), Executive Director

## 10. Public Comment on Item to be Discussed in Closed Session

11. Closed Session – Call to Order: 7:55 pm
12. Announcement of Action Taken During Closed Session, Public Session Resumed
  - a. Public Employee Performance Evaluation (54957), Executive Director: The director received a favorable evaluation.
13. Administration Contract and Compensation Package
  - a. 2018/19 Employment Contract – Executive Director: Heather Hastain moved to approve the administration contract with the approved salary schedule. Lynne Wright seconded. Ayes: Janina Carter, Michele Jimenez, Lynne Wright, Robert Chaplain, Heather Hastain. Noes: None Absent: Lisa Speegle, Scott Mackenzie, Jodie Dziedzic, Robin Wilder
  - b. Teacher Report (Jimenez – 5 minutes): Michele Jimenez emailed a collective report on what is going on in classrooms to all board members.
  - c. Facilities Report (Marasco – 5 minutes): We are still figuring out how we can water the grass for the field project. The floor in Room 8 will be fixed this summer. Christia will send out bid requests by this coming Monday. Samantha Hardy will be in the role of facilities secretary for the facilities committee.
  - d. Technology Report (Marasco – 5 minutes): Steven Wilder is the tech teacher on Fridays. We need to be cognisant of the Chrome book turn over. We will check into Google’s Chrome book turnover program.
  - e. Parent Teacher Partnership Report (Jimenez – 5 minutes): Michele Jimenez emailed the minutes from the May, 2018 PTP meeting to all board members.
  - f. Board Development – L-CAP and CA Dashboard (Marasco): Christia reported that there is a federal addendum coming in the near future. Christia will be attending a training.
  - g. Administrative Effectiveness Update: Nothing to report.
9. Future Agenda Items
  - a. Approval of 2018/19 L-CAP
  - b. Review Student Satisfaction Survey Results
  - c. Personnel Policies
  - d. Wellness Committee Report
  - e. 2018-2019 Initial Budget
  - f. Special Education Exit Letter
  - g. Teacher Contracts
10. Adjournment: 8:46 pm