

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

Forest Ranch Charter School – Board of Directors
Tuesday, June 16, 2020 at 5:30 PM
15815 Cedar Creek Road, Forest Ranch, CA 95942
Meeting [Minutes](#)

1. Open Session – Call to Order [5:44 PM](#)
2. Roll Call
 - a. Christia Marasco – Director
 - b. Lisa Speegle – consulting CBO [Absent](#)
 - c. Patricia Hunsicker – Teacher Advisor/Liaison [Absent](#)
 - d. Jody Cornilsen – Chair, Parent Representative (June 2021)
 - e. Janina Carter – Vice Chair, Parent Representative (June 2022)[Zoom](#)
 - f. Leslie Wright – Treasurer, Audit Liaison, (June 2021)[Absent](#)
 - g. Norm Walker – Community Representative (June 2021); resigned August 2019 [Absent](#)
 - h. Robert Chaplin – FRCA Liaison, Educational Representative (June 2021)
 - i. Heather Hastain – PTP Liaison, Parent Representative (June 2020)
 - j. Sam Daugherty – Community Representative (June 2021)
 - k. Monikah Niemczynowicz – Parent Representative (June 2022)[Absent](#)
 - l. Krystle Stetson – Community Representative (June 2022) [Early Departure 6:56 PM](#)
3. Celebrations / Recognitions [Meeting at school, with social distancing! CM In attendance also Robin Wilder and Beth Wattenberger via zoom.](#)
4. Review Meeting Norms [Jody Cornilsen- please stay on topic per item currently being discussed so meeting will move smoothly.](#)
5. Public Comments on Items NOT on the Current Meeting Agenda
6. Changes / Deletions to Current Meeting Agenda [Remove 8e. Change Heather Hastain to secretary and MONikah NIemczynowicz to PTP liaison on meeting agendas.](#)
7. Consent Calendar
 - a. Consider Approval of May 19, 2020 Meeting Minutes
 - b. Consider Approval of May 26, 2020 Special Meeting Minutes [Heather Hastain motion to approve a and b, Sam Daugherty 2nd, all aye: Jody Cornilsen, Robert Chaplin, Heather Hastain, Sam Daugherty, Krystle Stetson. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz. Janina Carter abstain from a and aye on b.](#)
 - c. Consider Approval of May Financial Report [May financial report \\$35-37k potential loss by end of 19-20 year. CM goal was to break even but considering the year that's where we are.](#)
 - d. Consider of Approval of Charter Safe Renewal Proposal [CM increase by \\$18k this is a high increase due to a new sexual assault law that came out. Motion from Robert Chaplin to approve c](#)

and d, 2nd Krystle Stetson. Aye: Jody Cornilsen, Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty, Krystle Stetson. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz

8. Discussion/Action Calendar

- a. Discuss and Consider Approval of 2020/2021 Annual Budget looks better than what we discussed last month, goal is to stay under \$50k deficit, assumption is 115 students. Left previous years budget for bus that should help cushion the future plan there, left half PG and E cost so that leaves a deficit of possible \$61k it may be possible to balance budget next year. if we save 15k from pge and 41 from bus alone this year we may come close to even. Board would like to revisit pay increases if this happens. Motion to approve the 2020/2021 Annual Budget made by Sam Daugherty, 2nd Robert Chaplin Ayes: : Jody Cornilsen, Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty, Krystle Stetson. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz
- b. Discuss and Approve Budget/Plan for Transportation Program and Purchases/Vans our goals are to find a driver possibly finance a bus, apply to county and state for rights to run our own bus, get pricing and search out possible grants. Options 1. One big bus one small bus or 2. One big bus and two small vans. Looking into possible lease also incase we need to keep grant options open. The plan is to get all the pricing we can and then pick the best deal. New Higher will be based on experience and skill, potentially Neeva will provide back up to our new driver and we have one community member who may also provide backup. Sam D insurance increase? CM yes we hope to have that price by the July meeting, Sam Daugherty is willing to help inspect vehicles before purchase. Jody Cornilsen suggest a \$50k budget to get started. Robert Chaplin moved to approve a budget of \$50,000 and the plan for the transportation program and purchase of Vans, 2nd Krystle Stetson, Ayes: : Jody Cornilsen, Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty, Krystle Stetson. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz
- c. Review and Approve Operations Report Heather Hastain will edit without removing content. Sam Daugherty motion to approve with further editing, 2nd Krystle Stetson, Ayes: Jody Cornilsen, Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty, Krystle Stetson. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz
- d. Consider Approval of Policy for the Early Admission of Under Age Students to TK Lawyers wrote this policy. Motion to approve made be Robert Chaplin, 2nd Krystle Stetson Ayes: Jody Cornilsen, Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty, Krystle Stetson. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz
- e. Consider Approval for FEMA application Removed

9. Announcements of Item to Be Discussed in Closed Session 6:38pm

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

10. Public Comments on Item to be Discussed in Closed Session
11. Closed Session – Called to Order 6:38 pm -7:04
12. Announcement of Action Taken During Closed Session, Public Session Resumed
 - a. Public Employee Performance Evaluation (54957), Executive Director CM is asked to make a list of items that could be delegated if we could hire administrative help. Overall favorable, amazing job performance and appreciation for our director.
13. Annual Organizational Meeting (20 minutes)
 - a. Appointment of New Parent Representatives Nominated by Parents Jody Cornilsen motion to approve Heather Hastain and Robin Wilder as new parent representatives. Robert Chaplin 2nd Ayes: Jody Cornilsen, Janina Carter, Robert Chaplin, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson. Abstain: Heather Hastain. Also need one more parent representative Jody Cornilsen will move forward with nominations. Sam Daugherty Motion to approve moving forward with another parent representative position 2nd Robert Chaplin. Ayes: Jody Cornilsen, Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson.
 - b. Consider Approval of Beth Wattenburg as Community Representative Sam Daugherty motion to approve Beth Wattenburg as the new community representative, 2nd Robert Chaplin. Ayes: Ayes: Jody Cornilsen, Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson.
 - c. Election of Officers for the 2020-21 School Year Board Chair Heather Hastain moved to nominate Jody Cornilsen as board chair, 2nd?? Ayes: Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson. Abstain Jody Cornilsen. Jody Cornilsen nominates Janina Carter for Vice Chair, 2nd Sam Daugherty. Ayes: Jody Cornilsen, Robert Chaplin, Heather Hastain, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson. Abstain Janina Carter. Jody Cornilsen nominates Robin Wilder as treasurer, 2nd Janina Carter, Ayes: Jody Cornilsen, Janina Carter, Robert Chaplin, Heather Hastain, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson. Jody Cornilsen nominates Robert Chaplin as FRCA Liaison 2nd Sam Daugherty Ayes: Jody Cornilsen, Janina Carter, Heather Hastain, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson. Abstain Robert Chaplin. No formal PTP Liaison Jody Cornilsen will sit in on meetings. Jody Cornilsen nominates Heather Hastain as interim secretary, 2nd Sam Daugherty, Ayes: Jody Cornilsen, Janina Carter, Robert Chaplin, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson. Abstain Heather Hastain.
 - d. Selection of Bank Signatories Jody Cornilsen moved to approve Janina Carter and Heather Hastain as the bank Signatories, 2nd Sam Daugherty, Ayes: Jody Cornilsen, Robert Chaplin, Sam Daugherty. Noes: none. Absent: Leslie Wright, Monikah Niemczynowicz, Krystle Stetson. Abstain Heather Hastain, Janina Carter.

e. Calendar of Regular Meeting Dates, Times and Venues for 2020-21 School Year [Tuesday 5:30 pm](#)
[dates: 7/21/20, 8/18/20, 9/15/20, 10/20/20, 11/17/20, 12/15/20, 1/19/21, 2/16/21, 3/23/21, 4/20/21,](#)
[5/18/21, 6/15/21.](#)

14. Reports and Presentations

a. Director Report

- i. Enrollment:
- ii. Student Achievement and Related Measures
- iii. Campus and Student Safety [covid regulations](#)
- iv. Human Resources [new hires, working on filling the open teaching position and bus driver.](#)
- v. Upcoming School Events [weekly parent updates every Wednesday at 4:15.](#)
[Advisory council ever Wednesday at nine am.](#)
- vi. Professional Development [CM-Hybrid learning for teachers, tech training, meeting individually with teachers about how to utilize tech in their class, distance learning, zoom, set goals for next year on all possibilities, covid and normal structure. Formal meeting will take place in August when teachers are here to set u classrooms.](#)
- vii. Board Development and Update on Responsibility Actions [none, focus on emergency.](#)

b. Teacher Report

- c. Facilities Report [blacktop done before school, carports for outside learning a possibility, lawns need to be fed, bushes past garden area need clearing.](#)
- d. Technology Report [state is supposed to send masks and thermometers.](#)
- e. Parent Teacher Partnership Report

15. Future Agenda Items

- a. Personnel Policies
- b. Student Handbook and Middle School Addendum
- c. Covid Addendum
- d. Update Safety Policy and Injury and Illness prevention
- e. Covid Related Policies
- f. Transportation Policy/Updates
- g. Update Employment Contracts

16. Adjournment [8:11pm](#)

Christia Marasco is inviting you to a scheduled Zoom meeting.

Topic: Board Meeting - June 16, 2020 - 5:30

Time: Jun 16, 2020 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us04web.zoom.us/j/73207300823?pwd=Qm5WZVZlZ2ZCWDU1N3NQOVBRyXduUT09>

Meeting ID: 732 0730 0823

Password: 7Ge8KT