

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

Meeting Minutes Forest Ranch Charter School – Board of Directors

Tuesday, January 16, 2018 at 5:30PM

15815 Cedar Creek Road, Forest Ranch, CA 95942

Regular Meeting Minutes

1. Open Session – Call to Order at 5:40 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)
  - e. Jodi Dziedzic – Secretary, Parent Representative (June 2018) - Absent
  - f. Michele Jimenez – Treasurer, Audit Liaison, Teacher Representative (June 2020)
  - g. Scott Mackenzie – Community Representative (June 2018)
  - h. Lynne Wright – Community Representative (June 2019) - Absent
  - i. Robert Chaplin – FRCA Liaison, Educational Representative (June 2018)
  - j. Heather Hastain – PTP Liaison, Parent Representative (June 2020)
  - k. Christy Howell - Guest
3. Celebrations / Recognitions: Christia reported that Marlene Fune is getting better. Christia also reported that FRCS was approved for the MTSS grant. Christia reported that many of the board members were at the governance training Tuesday, January 9<sup>th</sup> at Core Butte Charter School.
4. Public Comments on Items NOT on the Current Meeting Agenda
5. Changes / Deletions to Current Meeting Agenda: Christia stated that items d and f should be pulled for short discussion. Janina asked to pull item c for discussion.
6. Consent Calendar (10 minutes) – After discussing item pulled, Robin motioned to approve the consent calendar with a change to the minutes to state minutes instead of agenda, item d with adding the field trip to the ice rink in December, corrections to item f with the correct expenditures per pupil, average teacher's salary report, and with the update to the 7<sup>th</sup> grade physical fitness report. Scott Mackenzie seconded. Ayes: Heather Hastain, Janina Carter, Robin Wilder, Robert Chaplin, Michele Jimenez, Scott Mackenzie. Noes: None. Absent: Jodi Dziedzic, Lynne Wright.
  - a. Consider Approval of Meeting Minutes from November 28, 2017
  - b. Consider Approval of P-1 Attendance Report
  - c. Consider Approval of December Financial Report: Christia went through the financial reports for clarification for new board members.
  - d. Consider Approval of Proposed Field Trips: Christia reported that we went ice skating in December, which needed to be retroactively approved. She asked board members to consider this when we vote on the consent calendar.
  - e. Consider Approval of revised Attendance Policy

- f. Consider Approval of Facilities Inspection and SARC Report: SARC and FIT report were approved with the correct expenditures per pupil, the average teacher's salary report, and the update to 7<sup>th</sup> grade physical fitness scores.
7. Discussion/Action Calendar
- a. Report Physical Fitness Test Results 2016/17: Christia commented on the FIT test results. Overall FIT report showed strong results; 7<sup>th</sup> grade aerobic capacity concerning, we will make this a priority this year, some of it due to behavior.
  - b. Discuss Options and Consider Approval of Faculty/Staff Recognition Mixer: Heather Hastain moves the faculty mixer at Sol for the amount of \$1000. Robert Chaplin seconded. Ayes: Scott Mackenzie, Heather Hastain, Robert Chaplin, Janina Carter. Noes: None. Abstaining: Robin Wilder, Michele Jimenez. Absent: Lynne Wright, Jodi **Dziedzic**
  - c. Discuss and Consider Approval of Revised Measure K Project – Track/Field: Christia reported on all options explored for spending our Measure K funds on field/playground improvement. When surveyed, students were in favor of the sports field and the playground in graded K-5. Middle school students surveyed were in favor of field improvement so that they have a place to play, and saw value in the playground due to it benefiting all students. The options and costs of 4 different field development options were discussed at length. Robert Chaplin moved that we approve the sports field including a regulation baseball field with a future plan for a cleared running path, and marked off space for a mile run for the FIT testing. Scott Mackenzie seconded. Ayes: Heather Hastain, Scott Mackenzie, Heather Hastain, Janina Carter Noes: None Abstaining: Michele Jimenez Absent: Lynne Wright, Jodie Dziedzic.
  - d. Discuss and Consider Approval of 2018/19 Enrollment and Marketing Timeline and Activities: Heather Hastain moved to approve a \$2000 marketing budget for the flowchart of marketing activities presented. Robin Wilder seconded. Ayes: Janina Carter, Michele Jimenez, Robin Wilder, Heather Hastain, Robert Chaplin, Scott Mackenzie. Noes: None. Absent: Lynne Wright, Jodi Dziedzic.
  - e. Discuss and approve revised Weapons and Dangerous Instruments Policy: Michele Jimenez moved that we approve the revised Weapons and Dangerous Instruments Polity. Robin Wilder seconded. Ayes: Michele Jimenez, Janina Carter, Robin Wilder, Heather Hastain, Robert Chaplin, Scott Mackenzie Noes: None Absent: Lynne Wright, Jodi Dziedzic
8. Reports and Presentations
- a. Director Report (Marasco – 10 minutes)
    - i. Enrollment
    - ii. Student Achievement and Related Measures: Christia reported that our Science test scores remain high in comparison to other successful schools in the area.
    - iii. Campus and Student Safety
    - iv. Human Resources: Christia reported that we need more aid substitutes. We have been short lately due to aides calling in sick.
    - v. Upcoming School Events: Father Daughter February 2<sup>nd</sup>. Dance, Barnes and Noble middle school writer's night tba.

- vi. Professional Development: MTSS consistent training with support staff beginning soon.
  - b. Teacher Report (Jimenez – 5 minutes) – Michele will email all board members a document about what is going on in all classrooms.
  - c. Facilities Report (Marasco – 5 minutes) We discussed this under discussion and action items.
  - d. Technology Report (Marasco – 5 minutes) - none
  - e. Parent Teacher Partnership Report (Jimenez – 5 minutes) Christy reported that the next meeting is February 12<sup>th</sup>. They have scheduled two Cal Skate evenings, Feb 23<sup>rd</sup>, and May 11<sup>th</sup>. There is a Chipotle on Mangrove fundraiser April 24<sup>th</sup> 50% of the profit goes to the school, and the Pit Stop restaurant take over Mark 6<sup>th</sup> from 6pm – 9pm, they are donating 50% of profits to the school.
  - f. Board Development - None
  - g. Administrative Effectiveness Update - Michele reported that we met as an administrative team Wednesday, January 10<sup>th</sup>. We purposefully met without Chrstia to discuss the progress of administration and to offer feedback to administration, and to gain multiple tiers of administrative support. The goal with this committee is transparency of administration and support. The committee feels that things are going well this school year and made suggestions and gave feedback to administration. The committee is working on administrative job descriptions.
9. Future Agenda Items
- a. Safety Policies
  - b. Federal and State Informational Returns
  - c. Discuss Strategic Plan Priority #1
  - d. Board Development: Discuss what we learned at the Governance Training
10. Adjournment: 8:53 pm