

Forest Ranch Charter School – Board of Directors  
Tuesday, July 24, 2018 at 5:30PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Regular Meeting Minutes

**1. Open Session – Call to Order**

**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. Michele Jimenez – Secretary, Teacher Representative (June, 2020)
- f. **Leslie Wright – Treasurer, Audit Liaison, (June 2021) - Absent**
- g. Norm Walker – Community Representative (June 2021)
- h. **Lynne Wright – Community Representative (June 2019) - Absent**
- i. Robert Chaplin – FRCA Liaison, Educational Representative (June 2021)
- j. Heather Hastain – PTP Liaison, Parent Representative (June 2020)
- k. Jody Cornilsen – Parent Representative (June 2021)

**3. Celebrations / Recognitions:** Introductions of ourselves individually and how we fit into the FRCS group.

**4. Public Comments on Items NOT on the Current Meeting Agenda:** None

**5. Changes / Deletions to Current Meeting Agenda:** Item h, strategic plan, will be tabled until the September meeting.

**6. Consent Calendar (10 minutes)**

- a. **Consider Approval of Meeting Minutes from June 20, 2018:** Christia pulled the minutes from the June, 2018 meeting. In item 7a there is a conflict about the way the LCAP discusses turnover of staff. Robert Chaplin moved that we approve the June 20<sup>th</sup>, 2018 meeting as corrected. Heather Hastain Seconded. Ayes: Michele Jimenez, Janina Carter, Robin Wilder, Heather Hastain, Robert Chaplin, Jody Cornilsen, Norm Walker. Noes: None Absent: Lynne Wright, Leslie Wright, Lisa Speegle.
- b. **Consider Approval of Annual Attendance Report (P-Annual):** Janina moved that we approve item b in the consent calendar. Heather Hastain Seconded. Ayes: Janina Carter, Robin Wilder, Heather Hastain, Robert Chaplin, Jody Cornilsen. Abstaining: Michele Jimenez, Norm Walker Absent: Lynne Wright, Leslie Wright, Lisa Speegle

**7. Discussion/Action Calendar**

- a. **Consider Approval of 2018/19 Student Handbook:** Robin Wilder motioned to approve the student handbook with corrections. Norm Walker seconded. Ayes: Janina Carter, Michele

Jimenez, Robin Wilder, Heather Hastain, Robert Wilder, Jody Cornilsen, Norm Walker. Noes: None Absent: Lisa Speegle, Lynne Wright, Leslie Wright

- b. **Consider Approval of 2018/19 Middle School Handbook:** Robin Wilder moved to approve the Middle School Handbook. Robert Chaplin Seconded. Ayes: Michele Jimenez, Janina Carter, Robin Wilder, Heather Hastain, Robert Chaplin, Jody Cornilsen, Norm Walker. Noes: None Absent: Lisa Speegle, Lynne Wright, Leslie Wright
- c. **Report Results of Student Satisfaction Survey:** Christia presented results with explanation. The survey was positive in almost all aspects. The bus is an area of concern, and is being dealt with. After care was an area of concern for middle school students due to age range of students that are not attending. After care is geared for K-6. Due to staff turnover this year, intervention was not as strong as usual. We have hiring done and staff in place to remedy this for this school year.
- d. **Review and Approve Transportation Contract:** Christia explained the history of the bus contract and the need for the service due to the high percentage of students that come to FRCS on the bus from Chico. Christia received communication from Neva (bus company owner) that a large raise in cost for her services is needed from FRCS. We are currently paying her company for 3 hours of service per day, Neva requested paying her for 4 hours per day. Christia met with Neva and they negotiated a raise in her service cost of \$4000 for the 2018-19 school year, which is 3 hours and 15 minutes of service time, and another \$4000 raise in her service cost for the 2019-20 school year, which represents 3 and one half hours of service time. This is significantly lower cost to FRCS than Neva originally communicated was needed. The board will gather for a special meeting to approve the contract if there are no surprises after the contract is received. The board proposed that we form a transportation committee to weight out bussing options. Moved that we empower Christia to increase bus service costs 15 minutes of costs this year and 30 minutes next year, and that we receive 6 months notice of any financial changes to our contract. Robin Wilder seconded. Ayes: Michele Jimenez, Janina Carter, Robin Wilder, Heather Hastain, Robert Chaplin, Jody Cornilsen, Norm Walker. Noes: None. Absent: Lynne Wright, Leslie Wright, Lisa Speegle
- e. **Update on SUMS Grant Reporting:** Christia stated that this report is due this Friday, July 27, 2018. The report will be submitted on time.
- f. **Update on Sports Field Project and Approval of ongoing Plan revisions:** Christia reported that we are still problem solving the not enough irrigation for the landscaping portion of the project. This Thursday we have an appointment with North State Electric to check the capability of the water pump. Robert Chaplin moved: That the board empowered Christia to go ahead with the field project with modifications needed staying within the given financial parameters. If any changes to financial parameters are needed she will not move forward, and it will come back to the board. Jody Cornilsen seconded. Ayes: Janina Carter, Michele Jimenez, Robin Wilder, Heather Hastain, Robert Wilder, Jody Cornilsen, Norm Walker. Noes: None Absent: Lisa Speegle, Lynne Wright, Leslie Wright
- g. **Marketing Plan Update:** Christia reported that the marketing committee met last night, July 23, 2018. Middle School is meeting its growth requirements. K-2 has low enrollment. We need to get out into the local and Chico community and talk to people. The marketing committee will be looking for an outreach ambassador and someone that can help with logistical tasks, both on a

volunteer basis. We will have representation at the Children's Fair, have Ron's Reptiles come to the library, and have a pancakes and play time. Three of the local charter schools that have waiting lists for K-2 will be handing out flyers to prospective families. The board would like to place an ad in the CNR in the back to school issue, which will be an advertorial completed this week.

- h. **Discussion of 2018/19 Year Long Theme and updates to Strategic Plan:** Updates to the Strategic Plan are tabled until the September meeting. The theme does not have a tag line or quote yet, but the concepts for this year's theme are perseverance and academic grit.
- i. **Review and Discuss audit letter from K.Coe Isom:** Christia emailed board members about the company FRCS retained for audit purposes.
- j. **Consider Approval of Ninja Warrior Challenge:** Based on the TV show, Ninja Warriors visit schools to inspire them to set and meet goals such as attendance, academics and behavior. The Ninja skypes with our students each month. Students that meet the goals challenge get to participate in a Ninja Warrior event at the end of the school year. Michele Jimenez moved that we participate in the Ninja Warrior Challenge with the cost being \$4000. The board will try to raise \$2000 and pay \$2000 from our marketing and field trip budget. Norm Walker seconded. Ayes: Janina Carter, Michele Jimenez, Robin Wilder, Heather Hastain, Robert Chaplin, Jody Cornilsen, Norm Walker. Noes: None. Absent: Lisa Speegle, Lynne Wright, Leslie Wright
- k. **Discussion and Approval of Process for New Community Representative:** Heather Hastain moved that the nominating committee takes action through working with the community center to fill the community representative seat on the board. Robert Chaplin Seconded. Ayes: Janina Carter, Michele Jimenez, Robin Wilder, Heather Hastain, Robert Chaplin, Jody Cornilsen, Norm Walker. Noes: No. Absent: Lisa Speegle, Lynne Wright, Leslie Wright

## 8. Reports and Presentations

- a. **Director Report (Marasco – 10 minutes)**
  - i. **Enrollment:** Christia reported that we are currently at 128 students. This time of the year it ebbs and flows due to people moving into and out of the area. Middle School is meeting its goals for growth. K-2 enrollment is low.
  - ii. **Student Achievement and Related Measures:** Nothing to report
  - iii. **Campus and Student Safety:** Safety Committee will meet in October, 2018
  - iv. **Human Resources:** We are waiting on the district for the MOU for intervention aides.
  - v. **Upcoming School Events:** Michele Jimenez has been doing tutoring on Tuesday mornings.
  - vi. **Professional Development:** Tara Potter and Cindy Thompson went to an NGSS conference at Chico State. Christia and Tara Potter are heading to a MTSS conference today.
- b. **Teacher Report (Jimenez – 5 minutes):** Nothing to report
- c. **Facilities Report (Marasco – 5 minutes):** Discussed earlier in tonight's agenda. Katrina Stearns classroom floor repairs will be complete within one week and then the carpet and tile will be installed.

- d. **Technology Report (Marasco – 5 minutes):** We are waiting on the purchase of new Chromebooks will wait until enrollment is up.
  - e. **Parent Teacher Partnership Report (Jimenez – 5 minutes):** Nothing to report
  - f. **Board Development:** Nothing to report
9. Future Agenda Items
- a. Wellness Committee Report
  - b. Fundraising Calendar for 2018/19
  - c. Curriculum and Instruction policies
  - d. End of Year results from 17/18
  - e. Safe School Plan
  - f. Annual Performance Report for CUSD Oversight Binder
  - g. Updates to Strategic Plan
10. Adjournment: 7:58 pm