

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

Forest Ranch Charter School – Board of Directors  
Tuesday, March 27, 2018 at 5:30PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Regular Meeting Minutes

1. Open Session – Call to Order: 5:38 pm
2. Roll Call
  - a. Christia Marasco – Director
  - b. Lisa Speegle – consulting CBO
  - 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)
  - 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) – 5:55 pm arrival
  - i. Robert Chaplin – FRCA Liaison, Educational Representative (June 2018) – 5:40 pm arrival
  - j. Heather Hastain – PTP Liaison, Parent Representative (June 2020)
3. Celebrations / Recognitions: Heather Hastain reported that the See's Candy fund raiser went well and she would like to make this an annual fund raiser before Easter each year.
4. Public Comments on Items NOT on the Current Meeting Agenda: None
5. Changes / Deletions to Current Meeting Agenda: We are moving items a, b, c, and f to the beginning of the meeting to accommodate Lisa Speegle, our CBO's time.
6. Consent Calendar (10 minutes): Robert Chaplain moved to approve the Consent Calendar as listed. Robin Wilder seconded. Ayes: Janina Carter, Michele Jimenez, Robert Chaplain, Lynne Wright, Jodi Dziedzic, Heather Hastain. Robin Wilder Noes: None Absent: Scott Mackenzie
  - a. Consider Approval of Meeting Minutes from February 20, 2018
  - b. Consider Approval of Facility and Operations Policies
  - c. Consider Approval of February Financial Report
  - d. Consider Approval of Proposed Field Trips: Pulled for discussion. Christia provided clarity on the switch from the Sutter's Fort trip we have taken in the past to the Gold Nugget Museum this year.
7. Discussion/Action Calendar
  - a. Consider Approval of 17/18 Second Interim Budget Projections (Jimenez and Speegle) Lisa Speegle presented the Second Interim Budget with detail and provided clarity for any items that the board needed clarity on. Robert Chaplain moved that we approve the 17/18 Second Interim Budget Projections. Jodi Seconded. Ayes: Heather Hastain, Michele Jimenez, Robert Chaplain, Lynne Wright, Robin Wilder, Jodi Dzeidzic, Janina Carter. Noes: None Absent: Scott Mackenzie

- b. Consider Approval of 2018/19 School Year Calendar (Jimenez): Tabled until next meeting.
  - c. Consider Approval of 2018/19 Salary Schedule (Jimenez): Lisa Speegle reported on the pay scale, approved by teachers, to stay at \$750 per year increase in salaries. Lisa also made the board aware of how the increase in minimum wage will affect the starting teacher salary now and in the near future. Robin Wilder motioned to approve the new salary schedule as presented. Robert Chaplain seconded. Ayes: Michele Jimenez, Janina Carter, Robert Chaplain, Lynne Wright, Jodi Dziedzic, Robin Wilder, Heather Hastain. Noes: None Absent: Scott Mackenzie
  - d. Formation of an Evaluation Committee to perform Administrative Employee Review (Carter): Janina Carter explained that we need a committee to evaluate Christia Marasco for her formal review. Janina Carter, Heather Hastain, and Jodi Dziedzic volunteered to be on the committee.
  - e. Discuss and Consider Approval of steps toward Sports Field Project (Marasco): Christia explained her due diligence as far as watering the new field project is concerned. The FRCS water pump for irrigation is not capable to pump the amount of water needed for the field in the current project plan. We may have to do a portion of the field now and a portion later. The end result as of this point is that the project will be moved to Fall 2018. Christia will get some data that corresponds to the project and our water pump. Mike Weisenborn is sharing his expertise and ideas with us. There is nothing to approve tonight.
  - f. Review and Consider Approval of Paybridge Proposal (Jimenez): Lisa Speegle presented the reasons behind transferring to outsourcing payroll to Paybridge. Her recommendation is to approve this now and begin the preparation work. Heather Hastain moved to approve the outsourcing of payroll to Paybridge. Robin Wilder Seconded. Ayes: Janina Carter, Michele Jimenez, Robert Chaplain, Lynne Wright, Robin Wilder, Jodi Dziedzic, Heather Hastain. Noes: None Absent: Scott Mackenzie
8. Reports and Presentations
- a. Director Report (Marasco – 10 minutes)
    - i. Enrollment: Christia is scheduling a marketing committee within the next week. Jenny Wantt and Janina Carter are ready and willing to get some things going.
    - ii. Student Achievement and Related Measures: Christia reported the challenged of the end of year testing timeline with current multiple day field trips in the upper grades.
    - iii. Campus and Student Safety: We are doing more than the 3 allotted code reds this year to work out any kinks for optimal efficiency and speed.
    - iv. Human Resources: Support staffing changes. Two of our aides resigned due to taking different jobs. We filled their spots with excellent candidates who are interested in making our school a source of longer term employment. Steven Wilder was hired to fill a technology need in classrooms and for FRCS. This will be Beth Wattenberg's last year in after care.
    - v. Upcoming School Events: Middle school field trip the San Francisco this week. The 5<sup>th</sup> graders are at Shady Creek this week. Gold Nugget Museum field trip in May for Ms. Potter's class.

- vi. Professional Development: This Friday is a staff development day. All teachers have been given individual tasks due to the field trip schedule this week. MTSS grant training will be this summer and in September.
  - b. Teacher Report (Jimenez – 5 minutes): Michele emailed board members a collaboration of what is going on in teacher classrooms, and well as an agenda for the middle school trip to San Francisco coming up.
  - c. Facilities Report (Marasco – 5 minutes)
  - d. Technology Report (Marasco – 5 minutes)
  - e. Parent Teacher Partnership Report (Jimenez – 5 minutes): Heather Hastain reported that there will be a Cal Skate fund raiser May 11<sup>th</sup>. Jog a thon is May 27<sup>th</sup>. T-shirt order forms will go out with back to school packets. Year book update is that Steve from Avalon will be making class pages. Students will be doing school spirit and field trip pages. Next PTP meeting is April 10<sup>th</sup>.
  - f. Board Development – L-CAP and CA Dashboard (Marasco): Nothing to report
  - g. Administrative Effectiveness Update: Nothing to report
9. Future Agenda Items
- a. Second Trimester Academic Achievement and Progress toward L-CAP Goals
  - b. Review Family Satisfaction Survey Results
  - c. Board Self Evaluation/determine vacancies
  - d. Nomination Committee and Timeline for Election Process (BP 1020)
  - e. 2018-2019 Calendar and Minutes
  - f. Marketing plan and timeline
10. Adjournment: 8:00 pm