

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

Forest Ranch Charter School – Board of Directors
Tuesday, December 11, 2018 at 5:30PM
15815 Cedar Creek Road, Forest Ranch, CA 95942
Meeting Minutes

1. Open Session – Call to Order: 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) - Absent
 - e. Michele Jimenez – Secretary, Teacher Representative (June, 2020) - Absent
 - f. Leslie Wright – Treasurer, Audit Liaison, (June 2021)
 - g. Norm Walker – Community Representative (June 2021) – Absent
 - h. Lynne Wright – Community Representative (June 2019)
 - 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)
 - l. Sam Daugherty – Community Representative (June 2021)
3. Celebrations / Recognitions: Rancho Cordova (Mitchell Middle School) came to the school for an assembly which was a lot of fun. The classes are doing Secret Santa. A check for \$1,000 was donated by a grandmother from Oklahoma. A lot of great volunteering for the first week back to school. 7-8 volunteers helped on the playground and classrooms.
4. Public Comments on Items NOT on the Current Meeting Agenda: None
5. Changes / Deletions to Current Meeting Agenda: We are cutting 7g, Discussion – Modifications to Marketing/Fundraising Plan.
6. Consent Calendar (10 minutes): Robert Chaplin moved that we approve the Consent Calendar, Leslie Wright seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Robert Chaplin, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Robin Wilder, Michele Jimenez, Norm Walker.
 - a. Consider Approval of Meeting Minutes from November 27, 2018
 - b. Consider Approval of October Financials
7. Discussion/Action Calendar
 - a. Consider Approval of Audited Actuals: Christia reported on Audited Actuals. Two changes were recommended. The first is for the \$24,200.91 to be moved to 2019/2020 budget. This is unrestricted money, so should be fine. The 2nd change is due to the depreciation value being different based on auditor. It was based on last year, but it was actually more. The auditor had

no other findings to report. Robert Chaplin moved that we Approve Audited Actuals, Leslie Wright seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Robert Chaplin, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Robin Wilder, Michele Jimenez, Norm Walker.

- b. Consider Approval of Student Interaction Policy: Christia presented the Student Interaction Policy. This document needs to be sent to parents or the second choice is to reference multiple points. Christia believes that is more complicated. It's easier to send out to parents as is. The document presented came from the insurance carrier. There was discussion of approval with an option to make changes after legal and insurance sees it. Christia doesn't feel that legal would make significant changes. Christia felt the policy was good due to the policy being spelled out in more detail and has set boundaries. The policy will be added to staff handbook, not the Student Handbook. This document must be passed out to parents by law. Christia wants to make sure that parents receive a full explanation as policy comes out. She wants to protect staff and students. Heather Hastain was concerned about last sentence, but after discussion, decided verbiage was correct. Heather Hastain moved to approve Student Interaction Policy with spelling/grammar correction, Sam Daugherty seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Robert Chaplin, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Robin Wilder, Michele Jimenez, Norm Walker.
- c. Update – Town Hall Meeting: Christia reported that only 4 people attended. Marlene Fune attended and answered any questions. Christia attended Community Town Hall meeting as well. Christia and Marlene discussed school evacuation plan. Marlene recommended sheltering in place would be better advised than putting students in cars to transport away from school. That this should be a last option. Sam Daughtry talked about sheltering in place at Station 10 in Butte Meadows as another option. Sam Daughtry and Marlene both feel that FRCS is good for sheltering in place and has a good defensible space.
- d. Review and Consider Approval of First Interim Budget: Christia reported that on census day we only had 123 students. This was short 10 students causing a \$73,000 shortage. We are up 4 students to 130 presently. Our # of students is good, but attendance was very poor in September. Christia is looking to improve attendance in January and February. She also stated that attendance is tough to predict right now. Christia is watching this carefully. Her continued goal for 2017/2018/2019 is to grow the program and break even. Sam Daughtry moved to approve First Interim Budget, Leslie Wright seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Robert Chaplin, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Robin Wilder, Michele Jimenez, Norm Walker.
- e. Update on Enrollment and Back to School Procedures: Christia reported we are at 130 students. There should be 132 attending after the Holidays. Back to school is going well with the extra support phasing out over the next week. Christia is asking insurance adjuster about covering costs of any support needed throughout the rest of year.
- f. Discussion – Employee Wellness Procedures: Christia reported that there has been extra support in place. A Councilor from Redding spoke with staff. Blessing Bowls have been put together by PTP and there will be continued support provided to those who need it. Christia

feels that it's going well but there may be a second wave of trauma after people start going back to see their homes/remains. Support might be needed again in the coming weeks.

- g. Discussion – Modifications to Marketing/Fundraising Plan – Moved to January 2019 Meeting
- h. Update – Local Indicators – California Dashboard: Christia is trying to have it opened again. The County office reached out to let her know that it is not finalized for FRCS. Christia is continuing to work on getting it added. She will follow up.

8. Reports and Presentations

a. Director Report

- i. Enrollment: Currently at 130 with 132 after the holidays.
- ii. Student Achievement and Related Measures: Doing in January for improvements if needed. Christia is playing by ear to not over test kids.
- iii. Campus and Student Safety: As reported above
- iv. Human Resources: Garret is still in place as Intervention Aide as replacement didn't work out. Intervention aides hours will start to be cut back. New Substitute teachers are working out well.
- v. Upcoming School Events: Winter concert on December 19th. It has been scaled down a little since we lost 3 weeks of band and music. Adding a community potluck to the event. It will be low key and community oriented. There will be an informal party at Christia's house for faculty and staff.
- vi. Professional Development: None to report

b. Teacher Report: None to report

- c. Facilities Report: Reports of water and filters were sent out – was put to Chico Unified so it can be covered by insurance. Grass repaired from damage during evacuation. Field and solar project happening in spring.
- d. Technology Report: None to report
- e. Parent Teacher Partnership Report: Blessing Bowls. Amazing Race has been pushed back but is still happening.
- f. Board Development: None to report

9. Future Agenda Items

- a. First Trimester Academic Report and L-CAP Measurements
- b. Discussion – Modifications to Marketing/Fundraising Plan

10. Adjournment: 7:06