

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

Forest Ranch Charter School – Board of Directors  
Tuesday, June 18, 2019 at 5:30PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Meeting Agenda

1. Open Session – Call to Order: 5:48 PM
2. Roll Call
  - a. Christia Marasco – Director
  - b. Lisa Speegle – consulting CBO
  - c. Michele Jimenez – Teacher Advisor/Liaison
  - d. Janina Carter – Chair, Parent Representative (June 2019)
  - e. Leslie Wright – Treasurer, Audit Liaison, (June 2021)
  - f. Norm Walker – Community Representative (June 2021) **Absent**
  - g. Lynne Wright – Community Representative (June 2019)
  - h. Robert Chaplin – FRCA Liaison, Educational Representative (June 2021) **Absent**
  - i. Heather Hastain – PTP Liaison, Parent Representative (June 2020)
  - j. Jody Cornilsen – Secretary, Parent Representative (June 2021)
  - k. Sam Daugherty – Community Representative (June 2021)
3. Celebrations / Recognitions : Monikah Niemczynowicz who is incoming new board member starting in July was in attendance.
4. Public Comments on Items NOT on the Current Meeting Agenda: None
5. Changes / Deletions to Current Meeting Agenda: Tabled 7f and 7g for special meeting.
6. Consent Calendar (10 minutes): Heather Hastain moved to approve the consent calendar. Lynne Wright seconded. Ayes: Janina Carter, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Leslie Wright, Norm Walker, Robert Chaplin.
  - a. Consider Approval of Meeting Minutes from May 28, 2019
  - b. Consider Approval of May Financial Reports
  - c. Consider Approval of P-2 Attendance Report
7. Discussion/Action Calendar
  - a. Review of Student Satisfaction Survey results: Christia went over results and what will be worked on next year. Ie. Math and Science Middle School will have new teachers. Yard duty extra training in 2019/20 school year. Much of the “not happy” has come from the same class. Sam asked about school safety piece and what that might be. Christia thought that might be from some playground bullying. Christia wants to make sure that this is addressed because of the seriousness of school safety. With new structure in place for 2019/20, some of these unsatisfied results should improve.

- b. Consider Approval of the 2019-20 L-CAP: Christia said that we are in compliance with L-CAP with student and community engagement. Christia wants to have more accessibility to L-CAP on website in next year. There are 2 major goals in L-CAP: Academic and Climate. Special Ed team was very good this year. Suspensions and referrals were very high during the latter part of the year. Chronic Absenteeism was also very high. Christia calculated initial CASPP results and we did very well in Elementary in both Math and ELA. Middle School was lower. The final results will be coming in soon. The CAMP Fire had an effect on many of our lower scores on the L-CAP. Jody Cornilsen moved to approve the 2019-20 L-CAP as presented. Heather Hastain seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.
- c. Consider Approval of 2019-20 Initial Budget Draft and EPA Spending Plan: Christia discussed how the budget “crisis” is from the minimum wage increases. It also has to do with low enrollment but more with minimum wage increase. This budget shows decrease of students over time but does not show a decrease of teachers and costs tied to that. Christia has been working very hard on balancing the budget and making sure we can be sustainable over the next 3 – 4 years. There will be challenges this year with enrollment due to the Fire. It is hard to predict what will happen. Middle School is where the enrollment #'s are going to come from and we must bring in more students. There was discussion on Transportation (buses) and some ideas about that for the future.

Heather Hastain moved to approve the 2019-20 Initial Budget Draft and EPA Spending Plan as presented. Leslie Wright seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.

- d. Special Education Exit Letter: Christia spoke about the letter and how being under the district is less risk. Christia explained how the letter works and if we leave, CUSD does not have to take us back.

Heather Hastain moved to accept the Special Education Exit Letter. Leslie Wright seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.

- e. Consider Approval of Changes to Measure K Projects: Christia discussed the Measure K Projects and changes to improve the school.

Leslie Wright Moved to approve close out the Outdoor Classroom Shade Structure project to receive \$59,583 back and take 2 projects to the Measure K committee, including a flooring project up to \$30,000 and a technology project up to \$9,000. Heather Hastain seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.

- f. Consider Approval of CEA Plan Amendments – Tabled for special meeting on June 27, 2019
- g. Consider Approval of Solar Project Proposals – Tabled for special meeting on June 27, 2019
- h. Consider Approval of Administrator Pay Scale: Discussion ensued on payscale. Members needed clarification on the structure and how it worked.

Heather Hastain moved to approve the Administrator Pay Scale. Sam Daugherty seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.

- i. Perform Board Self Evaluation: Board members are taking board self-evaluation home to bring back to special meeting on June 27, 2019.
  - j. Consider Approval of Charter Safe Proposal for the 2019-20 school year: Jody Cornilsen moved to approve the Charter Safe Proposal for the 2019-20 school year. Leslie Wright Seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.
  - k. Consider Change to 2019-20 School Calendar: Heather Hastain moved to change 2019-20 School Calendar, changing the staff development day to December 6th. Leslie Wright seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.
  - l. Consider Approval of Revision of By Laws for Nominating/Election Process: Heather Hastain moved to approve revision of by laws for nominating/election process to reflect the number of trustees to read 4-5 Parents, 3-4 Community Members and 1-2 Educational Professionals and a Non-Trustee Teacher Liaison and that this is reflected in both the Charter and the By Laws. Leslie Wright Seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.
8. Announcements of Item to Be Discussed in Closed Session
- a. Public Employee Performance Evaluation (54957), Executive Director
9. Public Comments on Item to be Discussed in Closed Session: None
10. Closed Session – Called to Order: 7:55 PM
11. Announcement of Action Taken During Closed Session, Public Session Resumed: 8:22 PM
- a. Public Employee Performance Evaluation (54957), Executive Director: Discussion ensued about comments and goals for Executive Director for 2019/20 school year. Delegation and reporting out on support staffs new responsibilities monthly is the main goal. Christia spoke about structure of office support staff and how that will look in the next school year. There was also discussion on continuing to keep staff accountable.
12. Annual Organizational Meeting (20 minutes)
- a. Appointment of New Parent Representatives Nominated by Parents: Leslie Wright moved to approve Janina Carter and Monikah Niemczynowicz for parent representatives. Heather Hastain seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.
  - b. Consider Approval of Lynne Wright as Educational Representative: Lynn Wright has served her full consecutive 9- year term. There is an open community representative position and the nominating committee will post for the new position.
  - c. Election of Officers for the 2019-20 School Year: Heather Hastain moved to approve the officers for the 2019-20 School Year including Board Chair: Jody Cornilsen, Board Vice-Chair: Janina Carter, Treasurer: Leslie Wright, PTP Liaison: Monikah Niemczynowicz, Secretary: Heather

Hastain, and Forest Ranch Community Liaison: Robert Chaplain for the 2019-20 School Year. Leslie Wright seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin.

- d. Selection of Bank Signatories: Jody Cornilsen moved to keep Heather Hastain and Janina Carter with Christia Marasco as back up as Bank Signatories. Leslie Wright seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin
- e. Calendar of Regular Meeting Dates, Times and Venues for 2019-20 School Year. Leslie Wright Approved the 2019-20 calendar of below listed regular meeting dates at 5:30 PM at FRCS. Sam Daugherty seconded. Ayes: Janina Carter, Leslie Wright, Lynne Wright, Heather Hastain, Jody Cornilsen, Sam Daugherty. Noes: None. Absent: Norm Walker, Robert Chaplin

8/20/19,

9/17/19

10/15/19

11/19/19

1/21/19

2/18/19

3/24/19

4/21/19

5/19/19

6/16/19.

### 13. Reports and Presentations

- a. Director Report
  - i. Enrollment: down but working
  - ii. Student Achievement and Related Measures
  - iii. Campus and Student Safety : Grass is going in.
  - iv. Human Resources: Waiting to hire independent study until enrollment goes up.
  - v. Upcoming School Events: Facebook Live potentially. Another activity at the library.
  - vi. Professional Development: Christia and Patricia going to Long Beach for training at end of July.
  - vii. Board Development: Board went to training on June 11<sup>th</sup>.
- b. Teacher Report : Great
- c. Facilities Report : Lots of items happening but good.
- d. Technology Report: New Tech coming
- e. Parent Teacher Partnership Report: Working on Amazing Race and Kindess and Community theme.

### 14. Future Agenda Items

- a. Approval of 2018/19 L-CAP
- b. Wellness Committee Report
- c. Student Handbook
- d. CEA Plan Amendments

- e. Solar Project Proposals

15. Adjournment: 9:17PM