

Forest Ranch Charter School – Board of Directors  
Tuesday, August 16, 2016 at 5:30PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Regular Meeting Minutes

1. Open Session – Call to Order at 5:30PM
2. Roll Call
  - a. Christia Marasco – Director
  - b. Lisa Speegle – CBO
  - c. Janina Carter – Board Chair and Parent Representative - absent
  - d. Dana Thomas – Board Vice Chair and Parent Representative
  - e. Chantel Walker – Board Treasurer and Parent Representative
  - f. Theresa Palmarini – Board Secretary, Teacher Representative, Audit and PTP Liaison
  - g. Maureen Blawat – Community Representative and FRCA Liaison
  - h. Lynne Wright – Community Representative
  - i. Julie Nilsson – Educational Representative
  - j. Robin Wilder – Parent Representative
  - k. Scott MacKenzie – Community Representative
  - l. Christy Howell - guest
3. Announcement of Items to be Discussed in Closed Session
  - a. Public Employee Discipline/Dismissal/Release – Dana Thomas announced that a closed session discussion regarding a complaint against an employee would begin. To avoid any conflict of interest issues Lisa Speegle, Christia Marasco, Theresa Palmarini and Chantel Walker left the meeting.
4. Public Comment on Items to be Discussed in Closed Session - none
5. Closed Session – Called to Order at 5:30PM
6. Public Session – Resumed at 5:50PM
7. Announcement of Action Taken During Closed Session
  - a. Public Employee Discipline/Dismissal/Release – Dana Thomas announced that an investigation into the complaint was authorized by the board.
8. Celebrations / Recognitions - none
9. Public Comments on Items NOT on the Current Meeting Agenda - none

10. Changes / Deletions to Current Meeting Agenda – item 11d was removed as there are no upcoming field trips to report to the board.

11. Consent Calendar – **Maureen Blawat moved, Theresa Palmarini seconded that the consent calendar be approved as presented with the exception of items 11c and 11d.** Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Julie Nilsson, Robin Wilder, and Scott MacKenzie. Noes: none. Abstaining: none.

- a. Consider Approval of Meeting Minutes from June 21, 2016
- b. Consider Approval of June and July Financial Reports
- c. Consider Approval of Student Handbook – Scott MacKenzie pulled the Student Handbook from consent. Items noted for changing are the spelling of Scott’s last name, more continuity in fonts used throughout the handbook, and verification that the handbook is FERPA compliant. Christia Marasco agreed that she would take charge of making those changes as well as fleshing out some IT curriculum material information. **Scott MacKenzie moved, Maureen Blawat seconded that the Student Handbook be approved with the noted changes.** Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Julie Nilsson, Robin Wilder, and Scott MacKenzie. Noes: none. Abstaining: none.
- d. Consider Approval of Proposed Field Trips - none

## 12. Discussion/Action Calendar

- a. Choose Strategic Planning Champions (Marasco) – Christia Marasco asked the board members to each champion an area identified during our strategic planning process as significant to our success. Areas were chosen by each board member. Christia Marasco will work on fitting our new goals into a five-year strategic planning format. Christy Howell led a discussion on branding and will be working with Christia Marasco to bring a branding plan to the board for further discussion and implementation. No action taken.
- b. Discuss Regarding Formulation of a CCW Policy (Marasco) – Christia Marasco led a discussion regarding the implications of the new laws surrounding schools and CCW permit holders. The board declined to have a formal policy on this issue. No action taken.
- c. 2016-17 Board Fundraising Plan
  - i. Round it Up (Carter) – Janina Carter sent a presentation regarding a Round it Up fundraising plan for retail stores willing to support charter schools. **Julie Nilsson moved, Robin Wilder seconded that the Round It Up plan move forward as presented.** Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Julie Nilsson, Robin Wilder, and Scott MacKenzie. Noes: none. Abstaining: none.
  - ii. October Dance (Nilsson and Wilder) – Julie Nilsson and Robin Wilder presented their plan for an October Dance adult event. ARC was reserved for the night of 10/29/16 at a cost of \$300 with a \$500 refundable deposit. Discussion for a childcare option will be held in September when we have more information on options and attendance. A planning committee will be formed to help organize the event. **Maureen Blawat moved, Theresa Palmarini seconded that the board move forward on the dance event.** Ayes:

Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Julie Nilsson, Robin Wilder, and Scott MacKenzie. Noes: none. Abstaining: none.

- iii. Annie B's Community Drive Event on September 15 (Carter) – Janina Carter previously expressed her interest in supporting the Annie B's fundraising campaign by attending the Thursday Night Market event on September 15<sup>th</sup>. Robin Wilder and Julie Nilsson offered to assist Janina during the event. No action taken.
- iv. Others – Dana Thomas presented options to the board for Nature's Vision and See's fundraising again this year. **Robin Wilder moved and Scott MacKenzie seconded that Nature's Vision be timed for December sales and See's be timed for Easter sales.** Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Julie Nilsson, Robin Wilder, and Scott MacKenzie. Noes: none. Abstaining: none.

### 13. Reports and Presentations

#### a. Director Report

- i. Enrollment – Christia Marasco reported that enrollment is still low at 126.
- ii. Student Achievement and Related Measures – Christia Marasco reported that the CAASPP results were not yet available.
- iii. Campus and Student Safety – Christia Marasco reported that she will once again be assigning a student representative to help her with safety on campus.
- iv. Human Resources – Christia Marasco reported that she is still working on sorting out the issues with Kasey's single subject credential, that we are looking for a band teacher and another intervention aide.
- v. Upcoming School Events – Christia Marasco invited the board to join us for the ice cream social and back to school night.
- vi. Professional Development – Christia Marasco reported that iStem trainings are complete and that technology professional development is happening now.

b. Teacher Report – Theresa Palmarini reported that teachers are working hard setting up classrooms and attending trainings. Looking forward to another great year.

c. Facilities Report – Lisa Speegle reported that the construction projects are complete with the exception of a problem in the new toilet building with the floor covering. That will be addressed soon. We have a new stove in the kitchen and new HVAC controls in place.

d. Technology Report – Lisa Speegle reported that we have another 2 full chromebook carts on campus and that the new high speed internet is wonderful. Access points need to be expanded and that work is in progress.

e. Parent Teacher Partnership Report - none

f. Board Development – none, Christia Marasco will provide information in September for the board on their responsibilities as they pertain to Academic Accountability.

### 14. Future Agenda Items

- a. Line of Credit at Northern CA National Bank
- b. Marketing Plan (Howell/Carter)

c. Sept Board Training – Academic Accountability

15. Adjournment at 9PM