

Forest Ranch Charter School – Board of Directors  
Tuesday, January 19, 2016 at 5PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Regular Meeting Minutes

1. Open Session – Call to Order at 5:10PM
2. Roll Call
  - a. Christia Marasco – Director
  - b. Lisa Speegle – CBO
  - c. Kiersten Morgan – Parent Representative and Board Chair
  - d. Liz Thomas – Community Representative and Vice Chair
  - e. Dana Thomas – Parent Representative and Treasurer
  - f. Chantel Walker – Parent Representative and Secretary
  - g. **Theresa Palmarini – Teacher Representative, Audit and PTP Liaison - absent**
  - h. Maureen Blawat – Community Representative and FRCA Liaison
  - i. Lynne Wright – Community Representative
  - j. Janina Carter – Parent Representative
  - k. Julie Nilsson – Educational Representative
3. Celebrations / Recognitions - none
4. Public Comments on Items NOT on the Current Meeting Agenda - none
5. Changes / Deletions to Current Meeting Agenda
6. Consent Calendar – items 6a and 6d were pulled from consent. **Maureen Blawat moved, Julie Nilsson seconded that the remaining items on the consent calendar be approved as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Maureen Blawat, Lynne Wright, Janina Carter, and Julie Nilsson. Noes: none. Abstaining: none
  - a. Consider Approval of Meeting Minutes from November 17, 2015 – Liz Thomas asked Christia Marasco if the Family Attendance Contracts discussed in 7d were being implemented. Christia Marasco reported that they were being put in place. **Liz Thomas moved, Maureen Blawat seconded that the meeting minutes be approved as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Maureen Blawat, Lynne Wright, Janina Carter, and Julie Nilsson. Noes: none. Abstaining: none
  - b. Consider Approval of November and December Financial Reports
  - c. Consider Approval of Previously Adopted Safety Policies
  - d. Consider Approval of Proposed Field Trips – Christia Marasco reported that there are two additional out of area field trips to be reported to the board. A history trip for 7/8 and the Sutter’s Fort trip were not on the list sent to the board. **Julie Nilsson moved and Chantel Walker seconded that the proposed field trips be approved as amended.** Ayes: Kiersten Morgan, Liz

Thomas, Dana Thomas, Chantel Walker, Maureen Blawat, Lynne Wright, Janina Carter, and Julie Nilsson. Noes: none. Abstaining: none

- e. Consider Acceptance of Federal and California Informational Returns
- f. Consider Acceptance of 2014-15 Audited Financial Statement
- g. Consider Approval of 2014-15 School Accountability Report Card (SARC)
- h. Consider Approval of P-1 Attendance Report

#### 7. Discussion/Action Calendar

- a. Transportation Program Review – Contracted versus In-House (Speegle – 10 minutes) – Lisa Speegle led a discussion about the cost savings potential if we bring transportation services in house. It was agreed that while we don't want to be in the transportation business it may be most fiscally responsible to do so. **Dana Thomas moved, Maureen Blawat seconded that Lisa Speegle meet with our current contractor to see if an advantageous multi-year contract may be negotiated and concurrently continue to explore the advantages and possibilities of bringing this service in-house, reporting back to the board in March.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Maureen Blawat, Lynne Wright, Janina Carter, and Julie Nilsson. Noes: none. Abstaining: none
- b. Consider New Position – Transportation Manager/Bus Driver (Speegle – 10 minutes) – Lisa Speegle led a discussion about the new position necessary should we bring transportation services in-house. **Maureen Blawat moved, Janina Carter seconded that the position and payscale be approved as presented and that we advertise the position beginning immediately to see if a suitable candidate can be found.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Maureen Blawat, Lynne Wright, Janina Carter, and Julie Nilsson. Noes: none. Abstaining: none
- c. Report on CUSD and Chico Area Charter Bond Measure Partnership (Speegle – 10 minutes) – Lisa Speegle led an informational discussion on talks with CUSD regarding Chico Charter Coalition participation in a Bond Proposition for November 2016. The board expressed interest and optimism about this possibility. No action taken.
- d. Consider Approval of Contract for EMS and HVAC Controls upgrades (Speegle – 10 minutes) – tabled until March
- e. Consider Proposal (Price, Venue, Date) for April Board Retreat (Marasco – 10 minutes) – Christia Marasco was not able to get pricing information from the facilitator. In an effort to move forward with this event, **Maureen Blawat moved, Chantel Walker seconded that Christia be authorized to spend up to \$100 on food and \$600 on the facilitator and schedule the event on either 3/25 and/or 4/23 at a no-cost venue.** Christia agreed to send confirmation of the event dates and times as soon as possible to ensure people can attend. Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Maureen Blawat, Lynne Wright, Janina Carter, and Julie Nilsson. Noes: none. Abstaining: none

## 8. Reports and Presentations

- a. Director Report (Marasco – 10 minutes)
  - i. Enrollment – Christia Marasco reported that we continue to lose and gain students, maintaining enrollment at around 139. Targets for next year to continue to employ 8 teachers is to have at least 160 enrolled by the March board meeting. If enrollment is not at that level, Christia Marasco will present a plan for 7 teachers for next year.
  - ii. Student Achievement and Related Measures – Christia Marasco reported student achievement potential continues to be hampered by our lack of internet access. Midyear testing is in progress but is once again proving challenging.
  - iii. Campus and Student Safety – no report
  - iv. Human Resources – Christia Marasco reported that Lisa Sellu is out on maternity leave and Edward Philippi is working out well as the long-term substitute. Interviews continue for a 7<sup>th</sup> grade math instructor and an outdoor ed instructor.
  - v. Upcoming School Events – Christia Marasco shared that the date for the school musical is April 16<sup>th</sup>.
  - vi. Professional Development – Christia Marasco reported that teachers are continuing with STEM trainings.
- b. Teacher Report (Palmarini – 5 minutes) - none
- c. Facilities Report (Speegle – 5 minutes) – Lisa Speegle reported that the HVAC is replaced in Room 7, the outdoor lights now have an astronomic timer, and the exit signs identified during the Fire and Safety Inspection have been installed.
- d. Technology Report (Speegle – 5 minutes) – Lisa Speegle shared that the high speed internet installation is stalled waiting for a connection between CUSD and BCOE. There is no official timeline for finalization at this time.
- e. Parent Teacher Partnership Report (Palmarini – 5 minutes) – Chantel Walker reported that at their last meeting PTP authorized \$100 per teacher for classroom spending. They also reported that they made almost \$750 on Winter Concert events. Additionally, student government raised \$92 for the Humane Society during the Winter Concert. April 15<sup>th</sup> is the date for the Jump and Jog-a-Thon and Running Club starts on January 20<sup>th</sup>. They are planning a bingo night in April.
- f. Board Development (Speegle – 10 minutes)
  - i. YM&C Governance Training at PCMS on 2/23 at 5PM – Paradise Charter Middle School is hosting a Governance Training, inviting other charter boards to join them. The board asked Lisa Speegle to reserve 3 or 4 spots for us. Julie Nilsson and Chantel Walker indicated they would attend. One or two others were to let Lisa know very soon.
  - ii. CCSA Finance Academy Training in Sacramento on 1/26 – Chantel Walker and Maureen Blawat will be attending this training. The board will let Chantel know if anyone else wants to join them.

## 9. Announcement of Items to be Discussed in Closed Session - none

10. Future Agenda Items

- a. EMS and HVAC Controls Contract Approval
- b. Update to Board Regarding Governance Training at PCMS
- c. Update to Board Regarding Finance Academy Training by CCSA

11. Adjournment at 7:40PM