

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

Forest Ranch Charter School – Board of Directors  
Thursday, June 14, 2012 at 6PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Regular Meeting Minutes

1. Open Session – Call to Order at 6:10PM
2. Roll Call
  - a. Christia Marasco – Director
  - b. Dave Foreman – Community Representative and Board Chair
  - c. Kiersten Morgan – Parent Representative and Board Vice Chair
  - d. Seren Bradshaw – Community Representative and Board Secretary (outgoing) - absent
  - e. Lisa Speegle – Parent Representative and Board CFO
  - f. John Rowden – Educational Representative
  - g. Lynn Wright – Community Representative - absent
  - h. Melinda Boyd – Parent Representative and PTP Liaison (outgoing) - absent
  - i. Robin Cook – Parent Representative - absent
  - j. Mallory Bodney – Teacher Representative - absent
  - k. Maureen Blawat – Community Representative (incoming)
  - l. LaDawn Hall – Parent Representative (incoming) – left at 7PM
3. Celebrations / Recognitions
  - a. After acknowledging the contributions of the outgoing Board members, the sitting Board recognized the incoming Board members, made introductions and welcomed them to the Governance Team.
4. Public Comments on Items NOT on the Current Meeting Agenda - none
5. Changes / Deletions to Current Meeting Agenda – item 6h deleted, due to member LaDawn Hall’s need to leave at 7PM the agenda order was adjusted. Items 7d, 7a, Closed Session, and 7g preceded item 6 respectively. The agenda then continued in the presented order.
6. Consent Calendar – Kiersten Morgan pulled items 6a and 6b from the consent agenda. Kiersten Morgan then moved to approve the remainder of the consent agenda, John Rowden seconded, passes unanimously. Kiersten Morgan requested the student’s last name be removed from the minutes and moved that the minutes be approved as amended, Maureen Blawat seconded, passes unanimously.
  - a. Consider Approval of Meeting Minutes from April 12, 2012
  - b. Consider Approval of Meeting Minutes from May 10, 2012
  - c. Consider Approval of CFO Report and Financials
  - d. Consider Approval of Internet Safety Policy and Internet Acceptable Use Agreement
  - e. Consider Approval of Goals Review and Recommendations from Director’s Wellness Committee
  - f. Consider Approval of recommendations based on STRS Actions Affecting July Faculty Payroll

- g. Consider Approval of Special Education letter to CUSD
- h. Consider Approval of Annual Report for CUSD Board of Trustees

#### 7. Discussion/Action Calendar

- a. Officer Elections – LaDawn Hall nominated Dave Foreman to remain Chair, Maureen Blawat nominated Kiersten Morgan to remain Vice Chair, Kiersten Morgan nominated Lisa Speegle to remain CFO, Secretary will be discussed in July. John Rowden seconded all nominations, passes unanimously.
- b. 2012-13 Regular Meeting Calendar – The July meeting will be held on July 12<sup>th</sup> at 6PM at FRCS. The regular meeting schedule will be formally set for the year at that meeting.
- c. Bank Signatories – Lisa Speegle moved that Kiersten Morgan, Maureen Blawat, and Christia Marasco be bank account signers going forward, John Rowden seconded, passes unanimously.
- d. Conflict of Interest and Brown Act discussion – All members present acknowledged they had read and understood the training materials sent to the Board. After some comments and questions the new Board members signed their Annual Conflict of Interest Statements.
- e. Community Communications – Discussion regarding the School's communications of a variety of community events resulted in guidance to staff regarding a new newsletter column about Community Events. No action taken.
- f. Nutrition Services Provider and Contract Approval – The Board was presented with information from three different nutrition services vendors. After discussion Maureen Blawat moved that due to the uncertain budget situation, the lack of fiscal risk involved, and the improved food quality that we partner with CUSD for one year for nutrition services, Kiersten Morgan seconded, passes unanimously.
- g. 2012-13 Budget Presentation – The Board was presented with two potential funding level budgets for 2012-13. After discussion Kiersten Morgan moved that the 2012-13 initial budget at the flat funding revenue level be adopted, John Rowden seconded, passes unanimously with Lisa Speegle abstaining.

#### 8. Reports and Presentations

- a. Director Report – Christia Marasco reported that we are full for next year, summer work will focus on office procedures and organization, and that there are new plans for increased participation and communication between the faculty, PTP and Board.
- b. Teacher Report – no report
- c. Safety Report – Christia Marasco reported that a Code Red drill was held in June which revealed some areas needing improvement. Staff is taking action on these items.
- d. Facilities Report – Lisa Speegle reported that the portables project is progressing as the architect was able to get the Fire Marshall to remove the stucco requirements, it was determined that the windows were already tempered, and conduits were found to be in place. Community member Barbara Norman is working on value engineering plans. New bidders will be solicited soon.
- e. Human Resources Report – Christia Marasco reported that Teacher Aide Heather Howland left FRCS for another job as of May 18<sup>th</sup>, Teacher Adrienne Jimmerson went on Pregnancy Leave as of May 18<sup>th</sup>, and new Teacher Margaret McNulty will begin as of July 1<sup>st</sup>.

- f. Parent Teacher Partnership Report – no report
  - g. Volunteer Coordinator Report – no report and will be reported in the Director’s Report going forward.
  - h. Music Festival Report – Lisa Speegle reported that the Music Festival, while not as well attended as last year, was again a success. Proceeds are projected to be around \$12,000 with a net profit around \$5,000 left to fund our Music Program. The Board expressed gratitude to the Music Festival Committee and Marlene Fune, the Music Festival Coordinator, for all their hard work.
- 9. Announcement of Items to be Discussed in Closed Session – Dave Foreman announced the items to be discussed in closed session.
  - a. Teacher Evaluations
  - b. Ratify Teacher Contracts
  - c. Administration Evaluations
- 10. Public Comment on Items to be Discussed in Closed Session – none
- 11. Closed Session – Call to Order at 6:20PM
- 12. Reconvene Open Session at 6:50PM
  - a. Announcement of Action Taken in Closed Session – Dave Foreman announced that the Teacher Evaluations were completed, the Teacher Contracts were ratified, the Administration Evaluations were completed.
  - b. Consider Approval of Administration Contracts – Kiersten Morgan moved that the Administrator Contracts be approved as presented, John Rowden seconded, passes unanimously with Lisa Speegle abstaining.
- 13. Future Agenda Items
  - a. July – Annual Attendance Report
  - b. July – Curriculum Review
  - c. July – Kaleb B. Sixth Grade Project Follow Up Report
  - d. July – End of Year Academic Achievement Report
  - e. July – Assignment of PTP Liaison
  - f. July – Nomination of Board Secretary
  - g. July – Determination of Regular Meeting Calendar
- 14. Adjournment at 8:30PM