

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

Forest Ranch Charter School – Board of Directors
Tuesday, June 18, 2013 at 6PM
15815 Cedar Creek Road, Forest Ranch, CA 95942
Regular Meeting Minutes

1. Open Session – Call to Order at 6:16PM
2. Roll Call
 - a. Christia Marasco – Director
 - b. Dave Foreman – Community Representative and Board Chair
 - c. Kiersten Morgan – Parent Representative and Board Vice Chair (re-elected member)
 - d. Lisa Speegle – Parent Representative and Board CFO
 - e. John Rowden – Educational Representative - absent
 - f. Lynne Wright – Community Representative
 - g. Robin Cook – Parent Representative (outgoing member) - absent
 - h. Katrina Stearns – Teacher Representative
 - i. Maureen Blawat – Community Representative
 - j. LaDawn Hall – Parent Representative - absent
 - k. Janina Carter – Parent Representative (incoming member)
 - l. Melinda Boyd – PTP member and guest
3. Celebrations / Recognitions – the Board wishes to recognize the contribution made by Robin Cook and thank her for her service. The Board wishes to welcome Janina Carter and thank her for joining us in our efforts to grow and improve FRCS. The Board wishes to particularly thank Kiersten Morgan for her past, current, and continuing service to FRCS.
4. Public Comments on Items NOT on the Current Meeting Agenda
5. Changes / Deletions to Current Meeting Agenda
6. Annual Organizational Meeting
 - a. Election of officers for 2013-14 school year – nominations were made for Dave Foreman as Chair, Kiersten Morgan as Vice Chair, Lisa Speegle as CFO, and Maureen Blawat as Secretary. Nominations were unanimously approved.
 - b. Calendar of regular meeting dates, times and venues for 2013-14 school year – Regularly scheduled meetings with continue to be held on the 3rd Tuesday of selected months. Those months with regularly scheduled meetings will be September, November, January, March, May, and June. Special meetings will be scheduled as necessary.
7. Consent Calendar – Kiersten Morgan moved, Maureen Blawat seconded that the consent calendar be approved as presented. Motion passed unanimously.
 - a. Consider Approval of Meeting Minutes from May 21, 2013

- b. Consider Approval of CFO Report and Financials from May
- c. Review and Approve Governance and Budget Policies
- d. Review and Approve Annual Attendance Report
- e. Review and Approve 2013-14 Initial Budget
- f. Ratify Contract with Advanced Document Concepts for 2013-2016

8. Discussion/Action Calendar

- a. Review Brown Act and Conflict of Interest materials (discussion only) – Brown Act and Conflict of Interest materials presented to the Board were reviewed and discussed. No action taken.
- b. Develop and Approve FRCS Board of Directors Job Description and Agreement (Speegle) – Lisa Speegle presented the board with some examples of Board of Director job descriptions and Agreements. Kiersten Morgan volunteered to draft a job description and agreement specific for our needs to bring to the September meeting for discussion and adoption. No action taken.
- c. Evaluation of Performance of Education Representative to the Board (Foreman) – no action taken.
- d. Report Third Trimester Academic Performance, Progress Towards Growth Goals (Marasco) – Christia Marasco presented information to the board on our 2012-13 goals and our progress toward meeting them. No action taken.
- e. Report Physical Fitness Test Results (Marasco) – tabled until September meeting.
- f. Review and Approve Field Trip Calendar for 2013-14 School Year (Marasco) – tabled until September meeting.
- g. Review and Approve Fundraising Calendar for 2013-14 School Year (Marasco) – Christia Marasco and Melinda Boyd presented a list of fundraising events for the 2013-14 school year. **Lisa Speegle moved, Kiersten Morgan seconded that the list be approved but that a calendar of events would be presented for approval in September. Motion passed unanimously.**
- h. Wellness Committee Recommendations for 2013-14 School Year (Marasco) – committee did not convene in 2012-13. No recommendations presented. Christia Marasco stated that she is already working on convening a committee for the 2013-14 school year. No action taken.
- i. Review and Approve 2013-14 Contracts for CBO and Director (Foreman) – Dave Foreman presented contracts for the CBO and the Director representing a move from .8FTE to 1.0FTE for the CBO and the Director remaining at .875FTE, both at a base salary of \$50,000. **Kiersten Morgan commented that the Director contract still contained the 2012-13 calendar and that both contracts still contained personal leave language instead of the requested sick leave language. Kiersten Morgan moved, Lynne Wright seconded that the contracts, with the requested corrections, be approved. Motion passed unanimously.**
- j. Begin Action Plan for Strategic Priorities (Speegle) – to be discussed during a special meeting scheduled for July 30 at 6PM.

9. Reports and Presentations

- a. Director Report – Christia Marasco reported that enrollment for next year is around 117 but there is interest among some families moving into the area. She then updated the board on progress toward Common Core compliance and Environmental Ed Initiative compliance.

- b. Teacher Report – Katrina Stearns reported that the teachers are very excited to now have dental and vision benefits. She then reported on end of year activities and summer training plans.
- c. Safety Report – Christia Marasco updated the board on progress regarding the safety plan binder and plans for enlarging on our Positive Behavior Support system to prevent bullying.
- d. Facilities Report – Lisa Speegle updated the board on summer facilities projects such as the underground irrigation system for the garden/orchard area, summer cleaning, constructing steps to the outdoor ed area, painting, and filling of the cracks out on the blacktop play area.
- e. Technology Report – Dave Foreman reported that the Honda grant was not successful. He was able to get Aeries relocated, Office 365 going at no charge, and AT&T will be doubling our bandwidth capacity before mid-August.
- f. Human Resources Report – Christia Marasco reported that Joe Ball was hired as the 1st/2nd grade teacher for 2013-14 replacing Mallory Bodney. She is also working on hiring a GATE teacher, an outdoor ed teacher, and implementing some staffing changes in music/the arts.
- g. Parent Teacher Partnership Report – Melinda Boyd reported that PTP ordered new shirts for next year and that they will be meeting in August to coordinate for next school year.

10. Announcement of Items to be Discussed in Closed Session – none

a.

11. Future Agenda Items

- a. Math Common Core Curriculum (Marasco) – July special meeting
- b. Action Plan for Strategic Priorities (Speegle) – July special meeting
- c. Report Physical Fitness Test Results (Marasco) – September regular meeting
- d. Review and Approve Field Trip Calendar for 2013-14 School Year (Marasco) – September regular meeting
- e. Review and Approve Fundraising Calendar for 2013-14 School Year (Marasco) – September regular meeting
- f. Review and Approve Board of Directors Job Description and Agreement (Morgan) – September regular meeting

12. Adjournment at 9:05PM