

Forest Ranch Charter School – Board of Directors
Tuesday, June 21, 2016 at 5PM
15815 Cedar Creek Road, Forest Ranch, CA 95942
Regular Meeting Minutes

1. Open Session – Call to Order at 5:05PM
2. Roll Call
 - a. Christia Marasco – Director
 - b. Lisa Speegle – CBO
 - c. Dana Thomas – Parent Representative
 - d. Chantel Walker – Parent Representative
 - e. Theresa Palmarini – Teacher Representative, Audit and PTP Liaison
 - f. Maureen Blawat – Community Representative and FRCA Liaison – left at 7:30PM
 - g. **Lynne Wright – Community Representative - absent**
 - h. Janina Carter – Parent Representative
 - i. Julie Nilsson – Educational Representative
 - j. Robin Wilder – Parent Representative (incoming)
 - k. Scott MacKenzie – Community Representative (incoming)
3. Celebrations / Recognitions
 - a. Recognition of Incoming Board Members – thank you to Robin Wilder and Scott MacKenzie for their willingness to help guide and grow our school.
 - b. Scott MacKenzie is receiving his Doctor of Divinity degree – congrats!
 - c. Big thanks to Marlene Fune and all the others who volunteered to help make the Music Festival another successful year.
4. Public Comments on Items NOT on the Current Meeting Agenda - none
5. Changes / Deletions to Current Meeting Agenda - none
6. Annual Organizational Meeting
 - a. Appointment of New Parent Representative Nominated by Parents – **Dana Thomas moved, Julie Nilsson seconded that Robin Wilder, Parent Representative Nominee, be appointed to the Board.** Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson. Noes: none. Abstaining: none.
 - b. Appointment of New Community Representatives Nominated by the FRCA – **Maureen Blawat moved, Chantel Walker seconded that Scott MacKenzie, Community Representative Nominee, be appointed to the Board.** Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder. Noes: none. Abstaining: none.
 - c. Election of Officers for 2016-17 School Year – Nominations for officer positions were: Chair – Janina Carter, Vice Chair – Dana Thomas, Treasurer – Chantel Walker, Secretary – Theresa

- Palmarini. Julie Nilsson moved, Maureen Blawat seconded that the nominations be approved as presented. Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
- d. Selection of Bank Signatories (Marasco, Blawat, ??) – Dana Thomas moved, Chantel Walker seconded that Scott MacKenzie join Christia Marasco and Maureen Blawat as signers on the FRCS Operating Account. Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
 - e. Calendar of Regular Meeting Dates, Times and Venues for 2016-17 School Year – Maureen Blawat moved, Theresa Palmarini seconded that we meet on selected Tuesdays at 5:30PM at the FRCS campus. Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
7. Consent Calendar – Julie Nilsson pulled item 7i from consent. Scott MacKenzie moved, Julie Nilsson seconded that the remainder of the consent calendar be approved as presented. Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
- a. Consider Approval of Meeting Minutes from May 17, 2016
 - b. Consider Approval of May Financial Reports
 - c. Consider Approval of Personnel, Governance, and Budget Policies
 - d. Consider Approval of Annual Attendance Report (P-Annual)
 - e. Consider Approval of Wellness Committee Report and Recommendations
 - f. Consider Approval of New Position – Cafeteria Manager
 - g. Consider Approval of 2016-17 Fundraising Calendar
 - h. Consider Approval of Proposed Field Trips
 - i. Consider Approval of CUSD Special Education Exit Letter – Julie Nilsson asked for some detail and background on how the special education program under CUSD works. Christia Marasco led a discussion about special education on campus. Scott MacKenzie moved, Julie Nilsson seconded that the Exit Letter be approved as presented. Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
8. Discussion/Action Calendar
- a. Review Brown Act, Conflict of Interest Laws, and Commitment Statements (Speegle) – Lisa Speegle led a discussion regarding Brown Act and Conflict of Interest laws and compliance. Annual statements were signed by all attending. No action taken.
 - b. Report on T2 and T3 Academic Performance and Progress Toward Goals (Marasco) – Christia Marasco presented a report on the 2015/16 Academic Performance as measured by multiple internal measures including Scantron testing. No action taken.
 - c. Consider Approval of 2016-17 Teacher Contracts (Marasco) – Christia Marasco presented a sample teacher contract and the list of teachers being offered contracts. Scott MacKenzie moved, Chantel Walker seconded that the contracts be approved as presented. Ayes: Dana

- Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
- d. Consider Adoption of 2016-17 Local Control Accountability Plan (Marasco) – Christia Marasco presented the 2016-17 LCAP. Lisa Speegle offered some suggestions for increased accuracy on enrollment and FRPM information. **Scott MacKenzie moved, Julie Nilsson seconded that the LCAP be approved as amended.** Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
 - e. Consider Adoption of 2016-17 Initial Budget and EPA Spending Plan (Speegle) – Lisa Speegle presented the 2016-17 Initial Budget and EPA Spending Plan. **Dana Thomas moved, Scott MacKenzie seconded that the Initial Budget and EPA Spending Plan be approved as presented.** Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
 - f. Discuss Regarding Strategic Planning Next Steps (Marasco) – Christia Marasco presented the action plan from the strategic planning session held in April. It was agreed that at the August meeting board members will select an area to “champion” and an action plan for the items listed will be determined. No action taken.
 - g. Discuss Regarding 2016-17 Fundraising Plan (Speegle) – Lisa Speegle led a discussion about plans for fundraising. Janina Carter suggested she investigate a “Round It Up” program with local stores. Robin Wilder and Julie Nilsson agreed to research venues and ideas for an adult dance fundraiser. Discussion also included ideas for student government involvement and the use of our automatic phone system to contact families about upcoming events. A focus for the year will be to increase Chico-family involvement as well as board-level leadership in fundraising. Tabled until August for more information.

Board member Maureen Blawat left the meeting at this point.

9. Reports and Presentations

- a. Director Report – Christia Marasco gave a directors report as follows:
 - i. Enrollment – currently 125 enrolled for next year
 - ii. Student Achievement and Related Measures - none
 - iii. Campus and Student Safety - none
 - iv. Human Resources – hired new middle school science teacher
 - v. Upcoming School Events – an email will be going out soon with summer events details
 - vi. Professional Development – teachers will be attending several trainings such as QUE Rockstar and the TK/K Conference.
- b. Teacher Report - none
- c. Facilities Report – Lisa Speegle reported that the final work needed for the new bathroom is in progress and will be completed before school begins.
- d. Technology Report – Lisa Speegle reported that the 1G high speed internet connection will go live on Thursday.
- e. Parent Teacher Partnership Report - none

- f. Board Development - none
- 10. Announcement of Items to be Discussed in Closed Session
 - a. Public Employee Performance Evaluation, Title: Director
- 11. Public Comment on Items to be Discussed in Closed Session - none
- 12. Closed Session – Called to Order at 8:00PM
- 13. Announcement of Action Taken During Closed Session, Public Session Resumed at 8:17PM – action taken in closed session was to approve the evaluation of Director Christia Marasco with the addition of an action plan for increasing the effectiveness of the administrative team.
 - a. 2016/17 Employment Contract – Marasco – Julie Nilsson moved, Scott MacKenzie seconded that the 2016/17 contract for Christia Marasco be approved as presented. Ayes: Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Janina Carter, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
- 14. Future Agenda Items
 - a. Student Handbook
 - b. Fundraising Plans
 - c. CCW Discussion
 - d. Strategic Planning Champions and Implementation Plans
- 15. Adjournment at 8:30PM