

Forest Ranch Charter School – Board of Directors
Tuesday, June 23, 2015 at 6PM
15815 Cedar Creek Road, Forest Ranch, CA 95942
Regular Meeting Minutes

1. Open Session – Call to Order at 6:15PM
2. Roll Call
 - a. Christia Marasco – Director
 - b. Lisa Speegle – CBO
 - c. Dave Foreman – Community Representative and Board Chair (outgoing) - absent
 - d. Kiersten Morgan – Parent Representative and Board Vice Chair
 - e. Lynne Wright – Community Representative - absent
 - f. Theresa Palmarini – Teacher Representative and Audit Liaison
 - g. Maureen Blawat – Community Representative and Treasurer (continuing)
 - h. Dana Thomas – Parent Representative (incoming)
 - i. LaDawn Hall – Parent Representative (outgoing) - absent
 - j. Janina Carter – Parent Representative and Secretary – arrived at 7PM
 - k. Liz Thomas – Community Representative (continuing in new capacity)
 - l. Chantel Walker – Parent Representative and PTP Liaison
 - m. Julie Nilsson – Educational Representative (incoming) - absent
3. Celebrations / Recognitions
 - a. The Board recognizes and appreciates (again) Dave Foreman for his service to the FRCS Board of Directors
 - b. The Board recognizes and appreciates LaDawn Hall for her service to the FRCS Board of Directors
4. Public Comments on Items NOT on the Current Meeting Agenda - none
5. Changes / Deletions to Current Meeting Agenda
 - a. Item 7e is tabled until August as CUSD and FRCS are still in discussion over MOU details
 - b. Item 7f is tabled until August as Calvary Chapel and FRCS are still in discussion over indemnification agreement language
 - c. Item 7g is tabled until August as Cabs for Kids and FRCS are still in discussion over contract details
 - d. Item 7k is tabled until September as the data was not prepared.
6. Annual Organizational Meeting
 - a. Appointment of New Parent Representative Nominated by Parents – Chantel Walker, on behalf of the nominating committee, announced that the FRCS parents selected Dana Thomas as their nominee for the open Parent Representative position. Chantel Walker moved, Theresa Palmarini seconded that the board elect Dana Thomas to the open position. Ayes: Kiersten Morgan,

- Theresa Palmarini, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
- b. Appointment of New Community Representatives Nominated by the FRCA – Chantel Walker, on behalf of the nominating committee, announced that the FRCA selected Maureen Blawat and Liz Thomas as their nominees for the open Community Representative positions. Maureen will complete the term vacated by David Foreman. Chantel Walker moved, Theresa Palmarini seconded that the board elect Dana Thomas to the open position. Ayes: Kiersten Morgan, Theresa Palmarini, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
 - c. Election of New Educational Representative to the Board Nominated by the Board – Christia Marasco recommended Julie Nilsson to the board for the Educational Representative position. After reviewing Julie’s statement of interest and discussing her many qualifications, Liz Thomas moved, Maureen Blawat seconded that the board elect Julie Nilsson to the open position. Chantel Walker moved, Theresa Palmarini seconded that the board elect Dana Thomas to the open position. Ayes: Kiersten Morgan, Theresa Palmarini, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
 - d. Election of Officers for 2015-16 School Year – nominated for officer positions are: Kiersten Morgan, Chair; Liz Thomas, Vice Chair; Dana Thomas, CFO; Chantel Walker, Secretary. Kiersten Morgan moved, Dana Thomas seconded that the nominations be accepted. Ayes: Kiersten Morgan, Theresa Palmarini, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
 - e. Calendar of Regular Meeting Dates, Times and Venues for 2015-16 School Year – Regular meeting dates were proposed to continue on selected Tuesdays as follows: August 11, September 15, November 17, January 19, March 22, May 17, and June 21. Additionally a retreat with a facilitator was proposed for April to discuss goals for strategic planning and 16/17 LCAP. This date to be confirmed at the August meeting. Regular meeting time will be 5PM. Regular meeting venue will be the conference room at Forest Ranch Charter School.
7. Consent Calendar - Items 73, 7f, 7g and 7k were tabled until August. Items 7c, 7d, 7h, 7j, and 7l were pulled for discussion. Maureen Blawat moved, Chantel Walker seconded that the remaining Consent Calendar items be approved as presented. Ayes: Kiersten Morgan, Theresa Palmarini, Janina Carter, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
- a. Consider Approval of Meeting Minutes from May 19, June 5, and June 12, 2015
 - b. Consider Approval of May Financial Reports
 - c. Consider Approval of Amended Bylaws – Liz Thomas asked for clarification regarding the election process as it pertains to Forest Ranch residency and the Community Association. Tabled approval of Bylaws until August in order to get FRCA input. No action taken.
 - d. Consider Approval of Governance and Budget Policies – Liz Thomas asked for clarification regarding the election processes. After discussion, Maureen Blawat moved, Liz Thomas seconded that the Governance and Budget Policies be approved as presented. Ayes: Kiersten Morgan, Theresa Palmarini, Janina Carter, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.

- e. Consider Approval of 2015-2020 Memorandum of Understanding with CUSD - tabled
- f. Consider Approval of Hold Harmless Agreement with Calvary Chapel for New Bus Stop - tabled
- g. Consider Approval of Contract with Cabs for Kids for 2015/16 Transportation Services - tabled
- h. Consider Approval of Contract with RHA for Clean Energy Act Lighting Upgrades – Liz Thomas requested clarification regarding the omitted measure of occupancy sensors on the RHA Contract. Lisa Speegle explained that RHA works closely with PG&E on items that are incentivized or rebated only. Occupancy sensors are not currently in that category and that work will be done by others. Liz Thomas moved, Maureen Blawat seconded that the RHA contract be approved as presented. **Ayes: Kiersten Morgan, Theresa Palmarini, Janina Carter, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.**
- i. Consider Approval of Annual Attendance Report
- j. Consider Approval of Wellness Committee Report and Recommendations – Kiersten Morgan requested clarification regarding some of the wellness goals. Christia Marasco provided details on the wellness report. Theresa Palmarini moved, Dana Thomas seconded that the Wellness Committee Report be approved as presented. **Ayes: Kiersten Morgan, Theresa Palmarini, Janina Carter, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.**
- k. Consider Approval of Physical Fitness Test Results - tabled
- l. Consider Approval of 2015-16 Fundraising Calendar – Kiersten Morgan requested clarification regarding the fundraising calendar. Dana Thomas suggested some updates and changes to the calendar. Maureen Blawat moved, Janina Carter seconded that the Fundraising Calendar be approved as presented with the addition of the furniture yard sale and the catalog sales suggested by Dana Thomas. **Ayes: Kiersten Morgan, Theresa Palmarini, Janina Carter, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.**
- m. Consider Approval of CUSD Special Education Exit Letter
- n. Consider Approval of Proposed Field Trips
- o. Report on Results from Family Satisfaction Survey and Student Satisfaction Survey
- p. Report on Results of Faculty and Staff Evaluations and Goals Met by Faculty

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 compliance. Conflict of Interest Statements and Commitment Statements were signed by all present.
- b. Report on Academic Performance and Progress Toward Goals (Marasco) – Christia Marasco led a discussion regarding academic performance in 2014/15.
- c. Consider Adoption of 2015-16 Local Control Accountability Plan (Marasco) – Christia Marasco presented a final draft of the 2015/16 LCAP to the Board. Maureen Blawat moved, Liz Thomas seconded that the LCAP be adopted as presented. **Ayes: Kiersten Morgan, Theresa Palmarini, Janina Carter, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.**
- d. Consider Adoption of 2015-16 Initial Budget (Speegle) – Lisa Speegle presented a final draft of the 2015/16 Budget to the Board. Liz Thomas moved, Dana Thomas seconded that the budget

- be adopted as presented. **Ayes: Kiersten Morgan, Theresa Palmarini, Janina Carter, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none**
- e. Consider Approval of New Employee Handbook (Speegle) – Lisa Speegle led a discussion regarding an updated Employee Handbook. Kiersten Morgan suggested that a section be added regarding the availability of free childcare for staff during working hours. After further discussion, Maureen Blawat moved, Liz Thomas seconded that the handbook be approved with the childcare addition. **Ayes: Kiersten Morgan, Janina Carter, Dana Thomas, Maureen Blawat, and Liz Thomas. Noes: none. Abstaining: Theresa Palmarini and Chantel Walker**
 - f. Consider Approval of Annie B's 2015 Fundraising Plan (Speegle) – Lisa Speegle and Janina Carter led a discussion regarding a vision and theme for the Annie B's Community Campaign promotional materials. Theresa Palmarini moved, Dana Thomas seconded that the plan be adopted as presented. Kiersten Morgan asked that she, Christia Marasco and Christy Howell be included in finalizing the marketing materials. **Ayes: Kiersten Morgan, Theresa Palmarini, Janina Carter, Dana Thomas, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none**

9. Reports and Presentations

- a. Director Report – Christia Marasco introduced the theme for the 2015/16 school year as FIND YOUR WAY, IMPACT TODAY with a focus on how students can PAY IT FORWARD to make a difference in their world. Enrollment is holding at 150. Still need more students in K through 2.
- b. Teacher Report – Theresa Palmarini reported that teachers are attending several different trainings over the summer, preparing for NGSS and STEM fun in 2015/16.
- c. Safety Report - none
- d. Facilities Report – Lisa Speegle reported on construction progress, Clean Energy Act project progress, and facilities summer work.
- e. Technology Report – Lisa Speegle reported there has been no progress on the K12 HSN implementation of 1GB services. Still expecting August or September installation.
- f. Human Resources Report – Christia Marasco reported that Aaron Connors is our new 7/8 teacher. Other positions still remain open but will be filled before school starts.
- g. Parent Teacher Partnership Report - none
- h. Fundraising Report - none

10. Future Agenda Items

- a. Amended Bylaws (pending FRCA input on election process)
- b. Confirmation of Date for April Board Retreat with Facilitator
- c. Consider Approval of 2015-2020 Memorandum of Understanding with CUSD
- d. Consider Approval of Hold Harmless Agreement with Calvary Chapel for New Bus Stop
- e. Consider Approval of Contract with Cabs for Kids for 2015/16 Transportation Services
- f. Consider Approval of Physical Fitness Test Results
- g. Consider Approval of Increase in Substitute Teacher Pay Rates

11. Adjournment at 10:35PM