

Forest Ranch Charter School – Board of Directors
Tuesday, March 22, 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 - Absent
 - 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 – arrived at 5:20PM
 - h. Maureen Blawat – Community Representative and FRCA Liaison
 - i. Lynne Wright – Community Representative - absent
 - j. Janina Carter – Parent Representative – arrived at 5:15PM
 - 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 – 7e tabled until May due to incomplete status
6. Consent Calendar – items 6d and 6i were pulled from consent. Dana Thomas moved, Maureen Blawat seconded that the remaining items on the consent calendar be approved as presented. Ayes: Kiersten Morgan, Dana Thomas, Liz Thomas, Chantel Walker, Janina Carter, and Julie Nilsson. Noes: none. Abstaining: none
 - a. Consider Approval of Meeting Minutes from January 19, 2016
 - b. Consider Approval of January and February Financial Reports
 - c. Consider Approval of Previously Adopted Facilities/Operations Policies
 - d. Consider Approval of Proposed Field Trips – Kiersten Morgan expressed safety concerns with whale watching on the itinerary for the 7th/8th grade fieldtrip. Christia Marasco responded with wanting to tie in more of an educational opportunity, but if the board was not comfortable she would remove Whale watching from the itinerary. Whale watching was taken off the itinerary per the board. Liz Thomas also expressed concern on the total amount of proposed fieldtrips and it fitting into the budget. Christia Marasco responded that all fieldtrips are supported by donations and are in the budget. Dana Thomas moved, Julie Nilsson seconded that the proposed field trips be approved as amended. Ayes: Kiersten Morgan, Liz Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, and Janina Carter. Noes: none. Abstaining none.

- e. Consider Approval of 2016 Music Festival Budget
- f. Report on Results from the 2015/16 Family and Student Satisfaction Surveys
- g. Consider Approval of Contract for EMS and HVAC Controls upgrades
- h. Consider Approval of Second Interim Budget Report
- i. Consider Approval of 16/17 Academic Calendar – Chantel Walker asked for clarification on 2016/17 academic calendar. It was clarified that the first day of school is Monday, August 22nd with a full day and Winter break start Thursday, December 22nd thru Friday January 6th. **Liz Thomas moved, Janina Carter seconded, that the calendar be approved as amended.** Ayes: Kiersten Morgan, Liz Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, and Janina Carter. Noes: none. Abstaining none.

7. Discussion/Action Calendar

- a. Update on Transportation Program Contract Negotiations (Speegle – 10 minutes) - Kiersten Morgan reported that discussion is still continuing between Lisa Speegle and Bidwell Cabs for Kids. No action taken.
- b. Consider Approval of CUSD and Charter Bond Measure Proposal (Speegle – 10 minutes) – Kiersten Morgan spoke regarding Lisa Speegle welcoming board input and approval on updated Charter Bond Proposal to move forward. **Maureen Blawat moved, Julie Nilsson seconded approval for Lisa Speegle to move forward and make changes per Lisa Speegle's discretion during Bond discussion.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Theresa Palmarini, and Julie Nilsson. Noes: none. Abstaining: none.
- c. Update on Price, Venue, and Date for April Board Retreat (Marasco – 10 minutes) – Christia Marasco reported meeting with facilitator Jonathon Clark is scheduled here at FRCS April, 23rd from 9-12PM. Christia shared she invited Faculty and the price is within previous approved budget. No action taken.
- d. Presentation on Educator Effectiveness Spending Plan (Marasco – 10 minutes) – Christia Marasco presented the plan for spending the Educator Effectiveness funds. This plan will be revisited and presented for approval at the May meeting. No action taken.
- e. Report on 2nd Trimester Academic Performance (Marasco – 10 minutes) – tabled until May meeting.
- f. Board Self Evaluation and Determination of Upcoming Vacancies (Morgan – 10 minutes) – Kiersten Morgan read the Board of Directors Oath and led a discussion on what it means to be a good board member. Positions expiring in May 2016 are: Kiersten Morgan (parent rep), Janina Carter (parent rep), Liz Thomas (community rep), and Lynne Wright (community rep). Janina Carter expressed an interest in running again. No action taken.
- g. Selection of Administrator Evaluation Committee (Morgan – 10 minutes) – Janina Carter and Julie Nilsson volunteered to assist Kiersten Morgan with Administrator Evaluation. No action taken.
- h. Selection of Nominating Committee and Appointment Timeline (Morgan – 10 minutes) – Dana Thomas and Maureen Blawat volunteered to act as the Nominating Committee. No action taken.

- i. Discussion Regarding Volunteer Coordination (Blawat – 10 minutes) – Maureen Blawat led a discussion regarding making the most of community members wishing to volunteer on campus. She offered to act as liaison to facilitate this by creating a process for getting this information to teachers. The teachers then would have direct access to volunteer information. The board was in support of this effort. No action taken.

8. Reports and Presentations

- a. Director Report (Marasco – 10 minutes)
 - i. Enrollment – Christia Marasco reported we have not reach our target goal for 2016/17 enrollment of 160. We currently have 115 enrolled for 2016/17. Christia Marasco does not see moving forward with 8 teachers. A plan for 7 teachers will be presented at the May board meeting.
 - ii. Student Achievement and Related Measures – Christia Marasco reported that Scantron testing is 75% complete. Christia Marasco also reported testing continues to be hampered by our lack of internet access.
 - iii. Campus and Student Safety – Christia Marasco reported there has been an increase in lice cases and we continue to bring awareness to families and offering information.
 - iv. Human Resources – Christia Marasco reported Mr. Ball is interested in a stipend to put together Middle School History curriculum for 2016/17. Christia Marasco reported all Middle School teachers will have access to School Wise online Gradebook and parents to portal for Trimester 3 of 2015-16 school year.
 - v. Upcoming School Events – no report.
 - vi. Professional Development – no report.
- b. Teacher Report (Palmarini – 5 minutes) – Kindergarten is learning about Monarch butterflies. 1st/2nd grades are learning about Geology and researching people of influence which will end in a student wax museum. 3rd/4th grades had a successful Sutter's Fort fieldtrip and both 3rd and 4th graders ae delving into fractions. 5th grade is preparing for their upcoming Balcalutha fieldtrip. 6th grade is in their Ancient China unit. 7th/8th grades are reading about Tom Sawyer and Mark Twain.
- c. Facilities Report (Speegle – 5 minutes) – Kiersten Morgan reported Lisa Speegle hired a cleaning service to come through once a month @ \$500.00. This service is budgeted and will continue. Kiersten Morgan also reported that the walkway proposed to go out front new portables was not approved by inspector. Lisa Speegle will continue to work with inspector for an approved solution.
- d. Technology Report (Speegle – 5 minutes) – no report.
- e. Parent Teacher Partnership Report (Palmarini – 5 minutes) – Shannon Meyers was approved to spend up to \$150.00 to purchase fruit and granola bars on behalf of Student Government for the Jump and Jog –a thon, Bingo night has been postponed until the end of March due to rainstorm, Yearbooks are in ordering process, Mrs. S (Art teacher) will be purchased requested paint brushes to be kept here at FRCS, Christy was approved for a reimbursement (\$66.00) for helping a parent with a hardship paying for LiveScan, Music Festival plans continue with a planning meeting March 8th at 4:00PM.

f. Board Development (Speegle – 10 minutes)

- i. Report on CCSA Finance Academy Training (Blawat and Walker) – Maureen Blawat shared a typed outline of training.
- ii. Report on YM&C Governance Training (Blawat, Walker, Thomas, Nilsson, and Carter) – Blawat, Walker, Thomas, Nilsson, and Carter all shared how beneficial this training was in direct connection with The Brown Act and encouraged all new board members attend a similar training.

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

10. Future Agenda Items

- a. Report on 2nd Trimester Academic Performance

11. Adjournment at 8:05PM