

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

Forest Ranch Charter School – Board of Directors
Tuesday, March 24, 2015 at 6PM
15815 Cedar Creek Road, Forest Ranch, CA 95942
Regular Meeting Minutes

1. Open Session – Call to Order at 6:08PM
2. Roll Call
 - a. Christia Marasco – Director
 - b. Lisa Speegle - CBO
 - c. Dave Foreman – Community Representative and Board Chair - absent
 - d. Kiersten Morgan – Parent Representative and Board Vice Chair
 - e. Lynne Wright – Community Representative – arrived at 6:20PM
 - f. Theresa Palmarini – Teacher Representative and Audit Liaison
 - g. Maureen Blawat – Community Representative and Treasurer
 - h. LaDawn Hall – Parent Representative - absent
 - i. Janina Carter – Parent Representative and Secretary - absent
 - j. Liz Thomas – Educational Representative
 - k. Chantel Walker – Parent Representative and PTP Liaison
3. Celebrations / Recognitions
 - a. Niya P, an FRCS 5th grade student, earned the Rosette Award for Best in Grade with her science fair project called Hamsters and Hair. Several others won special awards and first place awards.
4. Public Comments on Items NOT on the Current Meeting Agenda – none
5. Changes / Deletions to Current Meeting Agenda - none
6. Consent Calendar – Kiersten Morgan pulled item 6f from the consent calendar. Maureen Blawat moved, Chantel Walker seconded, that the remaining items be approved as presented. Ayes: Kiersten Morgan, Theresa Palmarini, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none. Kiersten Morgan expressed gratitude to Marlene Fune for her willingness to once again spearhead the Big Event efforts. Kiersten also expressed concern about community and volunteer burn out. After discussion, Maureen Blawat moved, Liz Thomas seconded, that item 6f be approved as presented. Ayes: Kiersten Morgan, Theresa Palmarini, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
 - a. Consider Approval of Meeting Minutes from January 20, 2015 and February 9, 2015
 - b. Consider Approval of January and February Financial Reports
 - c. Consider Approval of Facilities and Operations Policies (6010, 6040, 6050, 6070, 6080, 6090)
 - d. Consider Approval of Planned Field Trips
 - e. Consider Approval of Music Festival 2015 Budget
 - f. Consider Approval of Big Event 2015 Proposal and Budget

7. Discussion/Action Calendar

- a. Consider Approval of new Board Policy – Community Use of Facilities (Speegle) – Lisa Speegle presented a new Board Policy, Community Use of Facilities. After discussion **Liz Thomas moved, Theresa Palmarini seconded, that the Community Use of Facilities Policy be adopted.** Ayes: Kiersten Morgan, Lynne Wright, Theresa Palmarini, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
- b. Consider Approval of Second Interim Budget (Speegle) – Lisa Speegle presented the Second Interim Budget. After discussion **Maureen Blawat moved, Liz Thomas seconded that the Second Interim Budget be approved as presented.** Ayes: Kiersten Morgan, Lynne Wright, Theresa Palmarini, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
- c. Consider Approval of 2015/16 School Calendar (Speegle) – Lisa Speegle presented a draft 2015/16 School Calendar. After discussion **Maureen Blawat moved, Lynne Wright seconded that the calendar be approved as presented.** Ayes: Kiersten Morgan, Lynne Wright, Theresa Palmarini, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
- d. Consider Approval of Family Satisfaction Survey and Student Satisfaction Survey (Marasco) – Christia Marasco presented options for a Family Satisfaction Survey and a Student Satisfaction Survey to be distributed primarily electronically sometime in April, with the results to be reported to the Board in May. Suggestions for changes to the survey included making item 1 last instead of first, including grade and teacher information, adding a Not Applicable column to the first grouping of questions at a minimum, earning a popsicle party when a class exceeds 75% survey return rate, and having parent surveys go out on a Thursday and student surveys on the following Tuesday so that family discussions may be useful. After further discussion **Theresa Palmarini moved, Maureen Blawat seconded that the surveys be approved and implemented with the suggested changes.** Ayes: Kiersten Morgan, Lynne Wright, Theresa Palmarini, Maureen Blawat, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: none.
- e. Report on Second Trimester Academic Progress and LCAP Metrics (Marasco) – Christia Marasco led a discussion about academic and LCAP metric progress to date. Gains overall are adequate and most LCAP goals are being measured and met. No action taken.
- f. Board Self Evaluation Process (Morgan as Acting Chair) – Kiersten Morgan led a discussion about the self evaluation process and encouraged board members to submit their evaluation documents to her before the end of March. No action taken.
- g. Determination of Vacant Seats for 2015 Election (Morgan as Acting Chair) – Kiersten Morgan identified Maureen Blawat (community rep), LaDawn Hall (parent rep), and Dave Foreman (community rep) as members with expiring terms or resigning from the board in May. No action taken.
- h. Selection of Nominating Committee and Timeline for Election Process (Morgan as Acting Chair) – Kiersten Morgan polled the board members for nominating committee members. Liz Thomas, Maureen Blawat, and Chantel Walker volunteered to act as the Nominating Committee. We thank them for their willingness to take on this important task. No action taken.

8. Reports and Presentations

a. Director Report

- i. 15/16 Enrollment Report – Christia Marasco reported that as of the date of this meeting we have 141 enrolled for 2015/16. Our budget target is 144 so recruitment continues.

- b. Teacher Report – Theresa Palmarini shared that kindergarten is working on measuring Mt. Everest, visiting South America with a butterfly and insect unit, working on end of year benchmark goals overall. First/second raised \$115 with their Foxes Bazaar and are donating \$75 to the Humane Society after the have a pizza party. Third/fourth is doing US Govt and wilderness survival/reading “My Side of the Mountain.” Fifth is getting ready for their Balclutha field trip. Sixth/Seventh is getting ready for Environmental Camp (6th) and San Francisco (7th). Student government had good success running Pi Day events; now they are preparing for Jump and Jog and then Family Fun Night.

c. Safety Report

- i. Vaccination Percentages by Grade – Christia Marasco reported that school-wide our vaccination rate is 18%. She felt with diligence this could be reduced to 10%, but that rate is still well above area norms which are around 3% to 5%.

d. Facilities Report

- i. Bus Stop update – Lisa Speegle updated the board that Calvary Chapel has agreed to work with us on locating our bus stop in their parking lot on Springfield Drive. They will require an indemnity agreement and insurance certificates from Cabs for Kids and FRCS. Parents responded to our questionnaire that the mall area was acceptable. Another communication will be sent out double checking that no one still has a challenge with getting to our new stop. No date yet for the move from Marsh.
- ii. Prop 39 Clean Energy Act update – Lisa Speegle reported that RFPs for the electrical work were sent out and responses are being gathered. An agreement for phase one work should be ready by the board meeting in May. Next steps will be the HVAC units on the four existing portables and the EMS for the brick and mortar buildings.
- iii. New Construction update – Lisa Speegle reported that our architect has everything he needs for his DSA appointment. He has scheduled that for early April. Construction schedule will be very tight.

e. Technology Report

- i. Broadband Infrastructure Improvement Grant update – Lisa Speegle reported that while we continue having requests for information regarding readiness, we still don’t have an implementation date for our 1G broadband. Meanwhile, we are working on infrastructure preparedness which began with a wireless upgrade. Next we will work on switches and cabling. BCOE IT did a site visit and is working on some network recommendations. Darin Frank, our IT Consultant, is also involved and between the two we should be ready when AT&T arrives with the 1G service.

f. Human Resources Report

- i. 15/16 Hiring Plan – Christia Marasco led a discussion about our need for a 7th/8th grade teacher for next year. Advertising for this position will begin soon. Christia Marasco will

form a Hiring Committee soon. Lynne Wright, Chantel Walker, Theresa Palmarini, and Lisa Speegle expressed interest in participating on this committee.

- g. Parent Teacher Partnership Report – none, recent meeting was cancelled
- h. Fundraising Report - none

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

10. Future Agenda Items

a.

11. Adjournment at 9:45PM