

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

Forest Ranch Charter School – Board of Directors  
Tuesday, May 16, 2017 at 5:30PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Regular Meeting Minutes

1. Open Session – Call to Order at 5:35PM
2. Roll Call
  - a. Christia Marasco – Director
  - b. Lisa Speegle – CBO
  - c. Janina Carter – Board Chair and Parent Representative (2019)
  - d. Dana Thomas – Board Vice Chair and Parent Representative (resigned 4/26/2017) - absent
  - e. Chantel Walker – Board Treasurer and Parent Representative (expiring)
  - f. Theresa Palmarini – Board Secretary, Teacher Representative, Audit and PTP Liaison (expiring)
  - g. Maureen Blawat – Community Representative and FRCA Liaison (expiring)
  - h. Lynne Wright – Community Representative (2019)
  - i. Julie Nilsson – Educational Representative (resigning)
  - j. Robin Wilder – Parent Representative (2019)
  - k. Scott MacKenzie – Community Representative (2018)
  - l. Michele Jimenez - guest
3. Celebrations / Recognitions – recognition for outgoing board member’s service
4. Public Comments on Items NOT on the Current Meeting Agenda - none
5. Changes / Deletions to Current Meeting Agenda – Lisa Speegle removed item 7c stating that she did not have the information necessary for a complete budget presentation at this time.
6. Consent Calendar (10 minutes) – Theresa Palmarini moved to approve the consent calendar as presented with the exception of item 6c, Lynne Wright seconded. Ayes: Janina Carter, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.
  - a. Consider Approval of Meeting Minutes from March 21, 2017
  - b. Consider Approval of March and April Financial Reports
  - c. Consider Approval of Proposed Field Trips - Julie Nilsson pulled this item for discussion, Christia Marasco explained that the field trip is an end of year party trip for Lisa Sellu’s class. They want to go to the waterpark in Roseville. It is a school trip only day not open to the public. After discussion, Maureen Blawat moved to approve the field trip as long as there is a parent to student ratio of at least 1:4 and a parent meeting in advance to explain behavior expectations. Julie Nilsson seconded the motion. Ayes: Janina Carter, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: none.

- d. Consider Approval of Personnel Policies
- e. Information on Results of Board Self Evaluation
- f. Information on Student and Family Satisfaction Survey Results
- g. Consider Approval of P-2 Attendance Report

#### 7. Discussion/Action Calendar

- a. Update on Election Process (10 minutes, Nominating Committee) – Chantel Walker shared that the nominating committee was not able to find a Community Representative at this time. Two Parent Representatives will be on the ballot for the open seats (Heather Hastain and Jodi Dzeidzic). Also interested in the open Educational Representative position is Robert Chaplin. They will be invited to our next meeting for further action. No action taken.
- b. Consideration of New Position – Bus Rider (10 minutes, Blawat) – Maureen Blawat shared her experience discussing bussing challenges with Cabs 4 Kids owner, Neva Duran. Neva has suggested that they could provide a rider for the bus to prevent disruptive, distracting behaviors. Another suggestion is cameras on the bus to review behavior and corroborate information. Christia Marasco will contact Neva to discuss these options and report back to the board at our next meeting regarding solutions and costs. No action taken.
- c. Presentation on 2017/18 Budget (15 minutes, Speegle) – tabled until next meeting
- d. Presentation on 2017/18 LCAP and Progress Toward Goals (15 minutes, Marasco) – Christia Marasco led a discussion regarding progress toward LCAP goals. No action taken.
- e. Presentation on Faculty Evaluations and Contract Renewal Recommendations (10 minutes, Marasco) – Christia Marasco reported on our new hire, Tara Potter, and recommended that the board approval contract renewals for all returning teachers. Julie Nilsson moved, Robin Wilder seconded, that the new contract and the recommended renewals be approved as presented.  
**Ayes: Janina Carter, Chantel Walker, Maureen Blawat, Lynne Wright, Julie Nilsson, Robin Wilder, Scott MacKenzie. Noes: none. Abstaining: Theresa Palmarini.**
- f. Update on 2016-17 Board Fundraising Plan Items
  - i. Paint and Wine Fundraiser (5 minutes, Carter) – Janina Carter shared that the costs to put on the Paint and Wine event were too high to be viable.
  - ii. Mom's Restaurant (5 minutes, Wilder) – Robin Wilder shared that she is having trouble connecting with the correct person at Mom's. She will keep trying.
  - iii. Car Wash at The Store – Maureen Blawat recommended that the middle school look into having a car wash at The Store as an ongoing fundraising opportunity for the community.

#### 8. Reports and Presentations (20 minutes total)

- a. Director Report
  - i. Enrollment – Christia Marasco shared that enrollment is targeted for 140 but stands at 133 now.
  - ii. Student Achievement and Related Measures – Christia Marasco shared that initial iReady scores are looking strong.

- iii. Campus and Student Safety – Christia Marasco shared that there is a code red drill coming up soon.
  - iv. Human Resources – no report given
  - v. Upcoming School Events – Christia Marasco shared the date for the Spring Concert.
  - vi. Professional Development – Christia Marasco shared that PD has focused on guided reading, Math and STEM lately.
  - b. Teacher Report – Theresa Palmarini shared what is going on in the various classrooms
  - c. Facilities Report – Lisa Speegle shared that the Measure K Charter School Committee is making progress and putting forth its first few projects to CUSD tomorrow night. She further noted that relations with CUSD are outstanding and the CUSD staff is being very generous with their time and expertise during this process.
  - d. Technology Report – no report given
  - e. Parent Teacher Partnership Report – Theresa Palmarini shared that PTP will be serving pizza during Open House, providing a teacher dinner that night, is funding the yearbook project again, is having a CalSkate fundraiser, a Chipotle fundraiser, and another Woodstocks fundraiser as well as hosting a grad party at the end of the year.
  - f. Board Development – no report given
9. Announcement of Items to be Discussed in Closed Session – Janina Carter announced that employee evaluations would be made during closed session.
- a. Public Employee Performance Evaluation (\$54957), Executive Director
  - b. Public Employee Performance Evaluation (\$54957), Chief Business Officer
10. Public Comment on Items to be Discussed in Closed Session - none
11. Closed Session – Called to Order at 6PM (closed session moved to between consent and discussion/action calendars) – Christia Marasco, Lisa Speegle, Michele Jimenez, Chantel Walker, Theresa Palmarini, and Robin Wilder left the room. Attending closed session – Maureen Blawat, Lynne Wright, Julie Nilsson, Janina Carter and Scott MacKenzie.
12. Announcement of Action Taken During Closed Session, Public Session Resumed at 6:30PM
- a. Public Employee Performance Evaluation (\$54957), Executive Director – Janina Carter announced that Christia Marasco received a positive evaluation.
  - b. Public Employee Performance Evaluation (\$54957), Chief Business Officer – Janina Carter announced that Lisa Speegle received a positive evaluation.
13. Administration Contracts and Compensation Packages
- a. 2017/18 Employment Contract – Executive Director – Christia Marasco accepted the offered contract for 2017/18 at \$55,000 plus PERS and the standard health benefits package offered to all full time employees.

- b. 2017/18 Employment Contract – Chief Business Officer – Lisa Speegle declined the offered 2017/18 CBO contract and shared that she has accepted a position with Nord Country School effective 7/1/2017. She will be available as an independent consultant through October to close out the 2016/17 financials and assist with audit as well as transition.

14. Future Agenda Items

- a. Special Meeting Scheduled for May 30 at 5:30PM
- b. Admin Effectiveness Review
- c. Special Education Exit Letter
- d. Wellness Committee Report
- e. 2016/17 Academic Performance and Growth Toward Goals
- f. EPA Spending Plan
- g. Suicide Prevention Policy
- h. Consulting CBO agreement
- i. Cabs 4 Kids contract changes
- j. Amended Bylaws

15. Adjournment at 8:45PM