

Forest Ranch Charter School – Board of Directors
Tuesday, May 17, 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
 - 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
 - h. Maureen Blawat – Community Representative and FRCA Liaison
 - i. Lynne Wright – Community Representative
 - j. Janina Carter – Parent Representative
 - k. Julie Nilsson – Educational Representative
3. Celebrations / Recognitions
 - a. Recognition of Outgoing Board Members – thank you to Kiersten Morgan and Liz Thomas for their service and efforts for our school
4. Public Comments on Items NOT on the Current Meeting Agenda - none
5. Changes / Deletions to Current Meeting Agenda - none
6. Consent Calendar – Liz Thomas pulled 6c and 6f, Kiersten Morgan pulled 6e. **Liz Thomas moved, Janina Carter seconded Consent Calendar items 6a, 6b, 6d, and 6e as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: none.
 - a. Consider Approval of Meeting Minutes from March 22, 2016
 - b. Consider Approval of March and April Financial Reports
 - c. Consider Approval of Internet Access Service Agreement with BCOE – after clarification **Liz Thomas moved, Maureen Blawat seconded that the Agreement be approved as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: none.
 - d. Consider Approval of P-2 Attendance Report
 - e. Consider Approval of Proposed Field Trips – after clarification **Dana Thomas moved, Chantel Walker seconded that the proposed field trips be approved as presented.** Ayes: Kiersten

Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: none.

- f. Informational Report on CUSD/Charter Bond Measure Proposal – after clarification **Maureen Blawat moved, and Liz Thomas seconded that the information be accepted as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: none.

7. Discussion/Action Calendar

- a. Report on 2nd Trimester Academic Performance (Marasco) – Christia Marasco made a verbal report on academic performance. A written report will be available in June. No action taken.
- b. Report on Staff Evaluations, Goals Met, and 2016/17 Contract Renewals (Marasco) – Christia Marasco reported that staff evals are almost complete goal reviews are in progress and contract renewals will be offered to 7 of our 8 teachers. No action taken.
- c. Consider Approval of Educator Effectiveness Spending Plan (Marasco) – Christia Marasco again presented the Educator Effectiveness Spending Plan. After discussion **Dana Thomas moved, Chantel Walker seconded that the Spending Plan be approved as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: none.
- d. Consider Approval of Transportation Contract with Bidwell Cabs 4 Kids for 2016-2018 (Speegle) – Lisa Speegle presented the proposed contract for transportation services with Bidwell Cabs 4 Kids. Discussion centered on the contract clause stating that transportation would not be available if a driver was sick. Lisa Speegle thanked Bidwell Cabs 4 Kids for donating transportation services during CAASP testing for our middle schools students and for their offer of donating services during summer break to have a kindergarten orientation bus party. Christia Marasco will coordinate this with Bidwell Cabs 4 Kids. **Janina Carter moved, Dana Thomas seconded that the contract with Bidwell Cabs 4 Kids be accepted with the condition that the sentence about services not being provided when the driver is sick be removed.** The board agreed that substitute drivers should be provided by the transportation company in the course of their business operations. Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: none.
- e. Consider Approval of 2016/17 Certificated and Classified Salary Schedules (Speegle) – Lisa Speegle presented options for salary schedules for Certificated Teachers, Administration, and Classified Hourly personnel. No action taken on the Certificated Teacher schedule, rather the board instructed Lisa Speegle to investigate the budget costs of moving to a \$750 per step increase for the June meeting. **Julie Nilsson moved, Dana Thomas seconded that the \$500 step increase Admin Schedule be approved as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: none. **Dana Thomas moved, Julie Nilsson seconded that the Classified Hourly Schedule be approved as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: Chantel Walker.

- f. Presentation of 2016/17 Local Control Accountability Plan (LCAP) (Marasco) – Christia Marasco presented a draft of the 2016/17 LCAP. Suggestions were made for some adjustments. The LCAP will be presented in final form at the regular June meeting. No action taken.
- g. Presentation of 2016/17 Budget (Speegle) – Lisa Speegle presented a draft of the 2016/17 Initial Budget. Changes discussed during items 7e and 7f will be incorporated and presented at the regular June meeting. No action taken.
- h. Discussion of Statements of Interest Received and Board Composition (Morgan) – Parent Robin Wilder has submitted a Statement of Interest for the open Parent Rep position. Community member Scott MacKenzie has submitted a Statement of Interest for the open Community Rep position. The FRCA will consider Scott’s application at their meeting on May 19. Ballots for the Parent Rep position will be sent home this week. No action taken

8. Reports and Presentations

- a. Director Report (Marasco – 10 minutes)
 - i. Enrollment – Christia Marasco reported that we are at 130 for next year but are hoping to get to 140.
 - ii. Student Achievement and Related Measures – no report
 - iii. Campus and Student Safety – no report
 - iv. Human Resources – Christia Marasco reported that we are currently hiring for middle school and elementary school teachers.
 - v. Upcoming School Events – Christia Marasco invited the board to join us for Open House/Spring Concert on May 19, for Promotion/Graduation on June 2, and the Mountain Music Festival on June 4.
 - vi. Professional Development - none
- b. Teacher Report (Palmarini – 5 minutes) – Theresa Palmarini reported that K did a project with butterflies and planted milkweed to become a Monarch waystation, first/second went to Sac Zoo and are working on google slide presentations as part of their life cycle unit, third/fourth are creating hardcover books and paper mache dogs and cats as part of an idioms unit on “It’s raining dogs and cats”, fifth are doing state reports and solar system maps, sixth is having green-screen fun making video presentations about ancient Chinese inventions.
- c. Facilities Report (Speegle – 5 minutes) – Lisa Speegle reported that our oven broke recently. Students are going to get sandwiches the rest of the year. CUSD has offered a used convection oven, we are getting pricing on changing it over to propane and having it installed. A few quotes on new equipment were discussed and the board recommended remaining within our current year budget by purchasing a less expensive South Bend range.
- d. Technology Report (Speegle – 5 minutes) - none
- e. Parent Teacher Partnership Report (Palmarini – 5 minutes) – Theresa Palmarini reported that PTP will be supporting Open House with dinner for the teachers. They will also be selling food items prior to the event for families. Plans for PTP supporting water fun day and graduation parties are in the works as well.
- f. Board Development (Marasco – 10 minutes)
 - i. Strategic Planning recap and planned actions – tabled until June

9. Announcement of Items to be Discussed in Closed Session – Kiersten Morgan announced the items to be discussed during closed session.
 - a. Evaluation of Christia Marasco, Director
 - b. Evaluation of Lisa Speegle, Business Manager
10. Public Comment on Items to be Discussed in Closed Session - none
11. Closed Session – Called to Order at 9:15PM
12. Announcement of Action Taken During Closed Session, Public Session Resumed – Kiersten Morgan announced that the evaluation of Christia Marasco is tabled until June and that the evaluation of Lisa Speegle was very positive.
 - a. 2016/17 Employment Contract – Marasco – tabled until June
 - b. 2016/17 Employment Contract – Speegle – **Lynne Wright moved, Dana Thomas seconded that a contract for the 2016/17 school year be offered to Lisa Speegle.** Compensation to be set at \$54,500 salary plus a 50% commission on CBO income received in excess of the CBO revenue budget assumption. Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Theresa Palmarini, Maureen Blawat, Lynne Wright, Janina Carter, Julie Nilsson. Noes: none. Abstaining: Chantel Walker.
13. Future Agenda Items
 - a. New Position – Cafeteria Manager
 - b. Employee Handbook
 - c. EPA Funds Resolution
 - d. Strategic Planning Next Steps
 - e. Evaluation and Contract for Christia Marasco, Director
14. Adjournment at 10:22PM