

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

Forest Ranch Charter School – Board of Directors
Tuesday, May 19, 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
 - d. Kiersten Morgan – Parent Representative and Board Vice Chair
 - e. Lynne Wright – Community Representative
 - 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
 - j. Liz Thomas – Educational Representative
 - k. Chantel Walker – Parent Representative and PTP Liaison
3. Celebrations / Recognitions
 - a. Recognize outgoing Community Representative Dave Foreman for his exceptional service to FRCS since 2008
4. Public Comments on Items NOT on the Current Meeting Agenda - none
5. Changes / Deletions to Current Meeting Agenda
 - a. Table item 6c until June
 - b. No result on 6f, move this item to a yearly discussion in conjunction with Strategic Planning review, maybe in a retreat setting.
 - c. Table item 7a until June
 - d. Move item 7a until after item 7e.
6. Consent Calendar - **Kiersten Morgan moved, Theresa Palmarini seconded that the Consent Calendar be approved as presented, excepting items 6c and 6f.** Ayes: Dave Foreman, Kiersten Morgan, Lynne Wright, Theresa Palmarini, Maureen Blawat, Janina Carter, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: Dave Foreman on item 6a only.
 - a. Consider Approval of Meeting Minutes from March 24, 2015
 - b. Consider Approval of March and April Financial Reports
 - c. Report on Results from Family Satisfaction Survey and Student Satisfaction Survey - tabled
 - d. Consider Approval of Planned Field Trips
 - e. Consider Approval of 2014-15 P-2 Attendance Report
 - f. Report on Results of Board Self Evaluation Process - tabled

7. Discussion/Action Calendar

- a. Report on Results of Faculty & Staff Evaluations and Goals Met by Faculty (Marasco) - tabled
- b. Presentation of Draft 2015-16 LCAP and Board Discussion of LCAP Goals (Marasco) – Christia Marasco led a brief discussion surrounding LCAP Metrics and LCAP Goals. Assessment testing was an item of interest. It was determined that Scantron Testing would move to September and March only rather than three times per year in response to the length of the CAASP Testing. For this year the third and fourth graders will take a brief version of the end of year Scantron Test only. The remaining LCAP discussion was tabled until a special meeting scheduled for June 5th at 10AM. No action taken.
- c. Presentation of Draft 2015-16 Initial Budget (Speegle) – Lisa Speegle led a discussion regarding the Draft Budget, covering enrollment, revenue projections, increased personnel costs, and expenses. Changes included in the budget were incremental increases for teachers and administration, column increases for classified hourly, an increase for medical benefit contributions, and standard percentage increases for ongoing expenses. **Maureen Blawat moved, Lynne Wright seconded that the draft budget be approved as presented, including the changes made reflecting teacher, admin, and health benefit increases.** Ayes: Dave Foreman, Kiersten Morgan, Lynne Wright, Theresa Palmarini, Maureen Blawat, Janina Carter, Liz Thomas, and Chantel Walker. Noes: none.
- d. Consider Approval of Employee Contracts and Salary Schedules for 2015-16 (Speegle) Lisa Speegle led a discussion regarding Classified Hourly and Certificate Teacher pay schedules. A 5% increase to all jobs listed on the Classified Hourly Pay Scale was recommended by staff. After some discussion, **Dave Foreman moved, Maureen Blawat seconded, that the 5% increase be approved along with the elimination of column one for the Office Manager position to further increase the wage for that position.** Ayes: Dave Foreman, Kiersten Morgan, Lynne Wright, Theresa Palmarini, Maureen Blawat, Janina Carter, and Liz Thomas. Noes: none. Abstaining: Chantel Walker. Staff additionally recommended that we continue with the incremental Teacher Pay Scale. After some discussion, **Kiersten Morgan moved, Lynne Wright seconded, that the incremental Teacher Pay Scale be approved as recommended.** Ayes: Dave Foreman, Kiersten Morgan, Lynne Wright, Maureen Blawat, Janina Carter, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: Theresa Palmarini. Lisa Speegle presented an example Teacher Contract for 2015/16 and Christia Marasco reported that while teacher evaluations are still in progress, the intention is to offer 2015/16 contracts to all current teachers. **Maureen Blawat moved, Chantel Walker seconded, that Teacher Contracts for 2015/16 be approved as presented.** Ayes: Dave Foreman, Kiersten Morgan, Lynne Wright, Maureen Blawat, Janina Carter, Liz Thomas, and Chantel Walker. Noes: none. Abstaining: Theresa Palmarini. Contracts for Lisa Speegle and Christia Marasco were moved to after closed session evaluations for these employees.
- e. Discussion on Possible Changes to Board Bylaws (Foreman) – Dave Foreman led a discussion about Representative boundaries and numbers of Representatives. The Board considered changing the number of Parent and Community Representatives on the Board due to the challenge of finding Community Representatives to sit on the Board. This discussion included the suggestion to widen boundaries from the Forest Ranch Community Association boundaries to Butte County. It was determined that the number of Representatives should remain at nine for

now, but that changed Bylaws reflecting an expansion to Butte County for Community Representatives should be prepared by staff and brought to the Board for approval in June. No action taken.

8. Reports and Presentations

- a. Director Report – Christia Marasco led a discussion regarding the stress students are currently experiencing due to over-testing. Taking the CAASP and Scantron at the end of the school year is causing burnout and other problems. It was proposed that Scantron only be given to older students this year and then given in September and March going forward to alleviate this problem.
- b. Teacher Report - none
- c. Safety Report - none
- d. Facilities Report – Lisa Speegle reported that rooms 9 & 10 are progressing. We are on track to be finished with this phase of construction well before the end of June. The restroom building will come later in the summer. Prop 39 projects are being bid and will begin happening as soon as school lets out this year.
- e. Technology Report - none
- f. Human Resources Report – Christia Marasco reported that interviews are under way for hiring our new teacher for next year.
- g. Parent Teacher Partnership Report - none
- h. Fundraising Report – Lisa Speegle reported that we have met our fundraising goal for 14/15. The Music Festival is scheduled for May 30th and will put us well over our expectation, we hope.

9. Announcement of Items to be Discussed in 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

- a. Note: Theresa Palmarini left the meeting prior to closed session convening.

11. Closed Session – Call to Order at 9:45PM

12. Announcement of Action Taken During Closed Session, Public Session Resumed at 10:15PM

- a. Evaluation of Christia Marasco, Director – Dave Foreman reported that the evaluation of Christia Marasco was positive.
- b. Evaluation of Lisa Speegle, Business Manager – Dave Foreman reported that the evaluation of Lisa Speegle was positive.

13. Approval of 2015/16 Administration Contracts – Dave Foreman presented contracts for Christia Marasco and Lisa Speegle for Board approval. Both contracts reflected an increase of \$1,000 for 1FTE. Lisa Speegle's contract also contained language about profit sharing on that part of CBO Services revenue earned beyond the 2015/16 budget expectation. Liz Thomas moved, Maureen Blawat seconded, that

the Administration Contracts be approved as presented. Ayes: Dave Foreman, Kiersten Morgan, Lynne Wright, Maureen Blawat, Janina Carter, Liz Thomas, and Chantel Walker. Noes: none.

14. Future Agenda Items

- a. Employee Handbook
- b. Amended Bylaws
- c. Report on Results from Family Satisfaction Survey and Student Satisfaction Survey
- d. Report on Results of Faculty and Staff Evaluations and Goals Met by Faculty

15. Adjournment at 10:30PM