

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

Forest Ranch Charter School – Board of Directors  
Tuesday, November 19, 2013 at 6PM  
15815 Cedar Creek Road, Forest Ranch, CA 95942  
Regular Meeting Minutes

1. Open Session – Call to Order at 6:10PM
2. Roll Call
  - a. Christia Marasco – Director (arrived at 6:45PM)
  - b. Dave Foreman – Community Representative and Board Chair
  - c. Kiersten Morgan – Parent Representative and Board Vice Chair (arrived at 6:15PM)
  - d. Lisa Speegle – Parent Representative and Board CFO
  - e. Lynne Wright – Community Representative (arrived at 6:20PM)
  - f. Katrina Stearns – Teacher Representative
  - g. Maureen Blawat – Community Representative and Secretary
  - h. LaDawn Hall – Parent Representative
  - i. Janina Carter – Parent Representative
  - j. vacant position – Educational Representative
  - k. visitors – Robin Wilder, Liz Thomas, and Amanda Belak
3. Celebrations / Recognitions – Dave Foreman expressed thanks to the office staff for another clean fiscal audit and to Lisa Speegle for the improvements made to the fiscal reporting. The Board was happy to celebrate the healthy return of LaDawn to our board meetings.
4. Public Comments on Items NOT on the Current Meeting Agenda – Robin Wilder spoke about a fundraising idea for the school. She has started a new business called Visibly Better. They do headlight restoration, increasing driver visibility for safety. She proposed that to promote her new business and raise funds for the school at the same time, we partner for a fundraiser and share the proceeds (\$20 to Robin, \$20 to school). She requested that this be an agenda item at our next meeting.
5. Changes / Deletions to Current Meeting Agenda – Lisa Speegle requested that items 7a and 7e be addressed first to accommodate our guests. Christia Marasco requested that item 7h be removed from the agenda until further notice. Changes approved unanimously.
6. Consent Calendar – Kiersten Morgan requested that items 6b, 6d, and 6e be pulled from the Consent Calendar for further discussion. With those exceptions, **Kiersten Morgan moved, LaDawn Hall seconded that the Consent Calendar be approved as presented.** Motion passed unanimously.
  - a. Consider Approval of Meeting Minutes from Sept 17, 2013
  - b. Consider Approval of September and October financial reports – Kiersten Morgan requested further information about the negative balance reflected in the year-to-date actuals information. After discussion, **Kiersten Morgan moved, Lynne Wright seconded that the**

- September and October financial reports be approved as presented. Motion passed unanimously.
- c. Consider Approval of 12/13 Audited Financial Statement
  - d. Consider Approval of First Interim Budget Report (Speegle) – Kiersten Morgan requested further clarification on understanding the first interim report and what the enrollment assumptions were for the funding levels. After discussion, **Kiersten Morgan moved, Maureen Blawat seconded that the First Interim Budget Report be approved as presented.** Motion passed unanimously.
  - e. Consider Approval of Safety Plan (Marasco) – Kiersten Morgan and Lisa Speegle asked for clarification on several points in the Safety Plan. After discussion, **Kiersten Morgan moved, Janina Carter seconded that the Safety Plan be approved with the noted corrections.** Motion passed with Lisa Speegle voting no, all others voting aye.
  - f. Consider Approval of CBO Attending CSDC CBO Training Program (Speegle)
  - g. Consider Approval of Student Policies (3010 through 3080)

#### 7. Discussion/Action Calendar

- a. Consider Statement of Interest in Board Membership from Elizabeth Thomas (Blawat) – Maureen Blawat introduced Elizabeth Thomas to the Board. Elizabeth submitted a Statement of Interest to fill the vacant Education Representative position on the Board. After discussion, **Kiersten Morgan moved, Maureen Blawat seconded that the board accept Elizabeth Thomas' application for board membership.** Motion passed unanimously.
- b. Consider Approval of Board Member Job Description and Agreement (Morgan) – Kiersten Morgan distributed a proposed Board Member Commitment Statement to the Board. This item will be on the January agenda for consideration for adoption. No action taken.
- c. Report on Adopt-a-Highway Program (Morgan) – Kiersten Morgan proposed to the Board that we work with Henry Johnson on taking over the Adopt-a-Highway sign located on Highway 32 just downhill from Yosemite Drive. The Board would be responsible for picking up trash along that section of highway once every other month in exchange for the signage. CalTrans will provide training, equipment (vests, hardhats, garbage bags, etc.) and the signage without our logo. **Dave Foreman moved, LaDawn Hall seconded that FRCS pursue participation in the adopt-a-highway program to support our school themes of community and environmentalism as well as providing good advertising in a prominent location.** Motion passed unanimously.
- d. Informational Update on School Use of Social Media (Carter) – Janina Carter updated the Board on how social media such as Facebook is being used in educational venues and on how the business version of Facebook could be administered in a way to prevent inappropriate use of the site. The Board requested Janina bring a complete action plan to the next meeting for action consideration. No action taken.
- e. Informational Update on Junior High Implementation (Marasco) – Christia Marasco presented the Board with information and options for junior high implementation. The Board approved a junior high program last year at this time but inadequate enrollment prevented its implementation. Amanda Belak, a fourth and second grade parent, expressed her strong interest in seeing a junior high program at FRCS. After discussing the current challenges for

- implementation, Dave Foreman recommended that staff focus on Timing Option A. Timing Option A implements a 6<sup>th</sup>/7<sup>th</sup> grade class in 14/15 and a 7<sup>th</sup>/8<sup>th</sup> grade class in 15/16, assuming adequate enrollment for implementation. After confirming that our current multi-year projections are based on this plan, Kiersten Morgan added her support for that recommendation, as did the rest of the Board. No action taken.
- f. Consider Approval of new BP3090 Parent Involvement Policy (Speegle) – Lisa Speegle presented a new policy for the Board on Parent Involvement. **Maureen Blawat moved, Lynne Wright seconded that BP3090 Parent Involvement Policy be approved as presented.** Motion passed unanimously.
  - g. Consider Approval of new BP7030 Student Fees Policy (Speegle) – Lisa Speegle presented a new policy for the Board on Student Fees. **Maureen Blawat moved, Kiersten Morgan seconded that BP7030 Student Fees Policy be approved as presented.** Motion passed unanimously.
  - h. Consider Approval of Mutual Benefit MOU with FoodForThought Tutoring (Marasco) - removed
  - i. Report on First Trimester Academic Performance, Growth Goals (Marasco) – Christia Marasco requested this item be postponed until the January meeting. No action taken.
  - j. Information Only – Proposed Spending Plan for Common Core Funding (Speegle) – Lisa Speegle presented information on the Common Core Funding and proposed a Common Core Funding Spending Plan. Kiersten Morgan suggested we investigate adding our planned Student Information System purchase to the Common Core Funding Spending Plan. Christia Marasco offered that some of the planned textbook spending could be used for SIS instead. Tabled until next meeting. No action taken.

#### 8. Reports and Presentations

- a. Director Report – Christia Marasco reported on Common Core Standards and their implementation at FRCS. She also addressed intervention services, their challenges, and ways we can improve what we are doing for our site-based intervention students. The Board requested a proposal at the next meeting for additional resources that may be needed to improve our services for this group of students.
- b. Teacher Report – Katrina Stearns reported on first trimester report card status and holiday classroom plans.
- c. Safety Report – Christia Marasco reported on safety training for new office personnel.
- d. Facilities Report – Lisa Speegle reported that we received our completion letter for rooms 7 & 8, that the garden boxes donated by Katrina Stearns have been placed and The Worm Farm is donating compost to fill them, and that our Bright Schools application was accepted and the consulting engineer made a site visit to begin the process for making energy saving recommendations. Lisa Speegle asked the Board to consider the several facilities needs that have come up and help determine a priorities list for implementation (another portable classroom, more storage space for teacher supplies, deer fencing for the garden area, a running track for the field, a shade structure for the garden area, a shed for recess equipment).
- e. Technology Report – Dave Foreman reported that our three wireless access points are configured and ready for installation and, thanks to help provided by community member Steve Mayo, the weather station is back online on our website.

- f. Human Resources Report – Christia Marasco reported that Terry Sheffield resigned as Office Manager on November 8<sup>th</sup>. On November 4<sup>th</sup> we welcomed Interim Office Managers Christy Howell and Chantel Walker. They will job share until June when a permanent decision will be made for the Office Manager position.
  - g. Parent Teacher Partnership Report – Christia Marasco reported that PTP is busy with Reindeer Lane including a Community Store and Breakfast with Santa. They are also working on a Teacher Dinner for the night of the Winter Concert.
9. Announcement of Items to be Discussed in Closed Session – none
- a.
10. Future Agenda Items
- a. Common Core Spending Plan Approval (Speegle)
  - b. Visibility Better Fundraiser (Robin Wilder)
  - c. Board Member Commitment Statement (Morgan)
  - d. Staff Appreciation Dinner (Foreman)
  - e. Review Visitor Policy (Speegle)
  - f. Intervention Services for Site-Based Students (Marasco)
  - g. Report on First Trimester Academic Performance, Growth Goals (Marasco)
11. Adjournment at 9:30PM