

Forest Ranch Charter School – Board of Directors  
Tuesday, November 17, 2015 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 – **arrived at 5:30PM**
  - g. Theresa Palmarini – Teacher Representative, Audit and PTP Liaison
  - h. Maureen Blawat – Community Representative and FRCA Liaison
  - i. **Lynne Wright – Community Representative - absent**
  - j. **Janina Carter – Parent Representative - absent**
  - k. Julie Nilsson – Educational Representative – **arrived at 5:30PM**
3. Celebrations / Recognitions – Kiersten Morgan expressed her gratitude to Nord Country School for their assistance and flexibility since we opened in 2008. She wanted to make the board aware of how they changed their transportation schedule so that Cabs 4 Kids could serve our school and theirs using the same bus and driver. Thank you Nord!
4. Public Comments on Items NOT on the Current Meeting Agenda – none
5. Changes / Deletions to Current Meeting Agenda – Lisa Speegle pulled item 6h from the Consent Calendar. The audit will not be ready for the board until the January meeting.
6. Consent Calendar – **Maureen Blawat moved, Liz Thomas seconded, that the Consent Calendar be approved as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Theresa Palmarini, Maureen Blawat. Noes: none. Abstaining: none.
  - a. Consider Approval of Meeting Minutes from September 15, 2015
  - b. Consider Approval of September and October Financial Reports
  - c. Consider Approval of Previously Adopted Student Policies
  - d. Consider Approval of Proposed Field Trips
  - e. Report on 2014-15 5<sup>th</sup> and 7<sup>th</sup> Grade Physical Fitness Test Results
  - f. Report on 2014-15 5<sup>th</sup> Grade Science Test Results
  - g. Consider Approval of Safe School Plan
  - h. **Consider Acceptance of 2014-15 Audited Financial Statement – tabled until January**

## 7. Discussion/Action Calendar

- a. Consider Adoption of First Interim Budget Report (Speegle – 20 minutes) – Lisa Speegle led a discussion about the proposed First Interim Budget Report. Conversation regarding restricted funds, one-time funds, and unrestricted funds was held with the emphasis being that without the one-time funds included in this budget we would have a projected deficiency rather than the currently projected excess. The board recognizes that without enrollment increases, programmatic cuts will be necessary going forward. **Maureen Blawat moved, Dana Thomas seconded, that the First Interim Budget be adopted as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Theresa Palmarini, Chantel Walker, Julie Nillson, Maureen Blawat. Noes: none. Abstaining: none.
- b. Consider Approval of new Student Policies (Speegle – 10 minutes) – Lisa Speegle led a discussion about two newly drafted policies. Following a conversation about freedom of expression versus behavior expectations, **Dana Thomas moved, Maureen Blawat seconded, that the new Student Policies be approved as presented.** Ayes: Kiersten Morgan, Liz Thomas, Dana Thomas, Theresa Palmarini, Chantel Walker, Julie Nillson, Maureen Blawat. Noes: none. Abstaining: none.
  - i. BP3100 Educational Records & Student Information
  - ii. BP3110 Freedom of Expression
- c. Consider Proposal for April Board Retreat Facilitator (Marasco – 5 minutes) – Christia Marasco proposed that Jonathon Clark be approached about meeting with staff for a brief period during the staff development day on March 25<sup>th</sup> and be given an option for a day with the board and staff on either April 16<sup>th</sup> or April 23<sup>rd</sup>. Price and venue information will follow at the January meeting. No action taken.
- d. Report on 2015-16 First Trimester Academics and LCAP Goals (Marasco – 20 minutes) – Christia Marasco led a discussion on first trimester results. During the discussion on Chronic Absenteeism it was suggested that family attendance contracts be used as a tool to reduce absences. Further discussion centered on academic performance across grades. No action taken.

## 8. Reports and Presentations

- a. Director Report (Marasco – 10 minutes)
  - i. Enrollment – current enrollment is steady at 136 with 5 new students expected in December.
  - ii. Student Achievement and Related Measures – after Thanksgiving Break, 6<sup>th</sup> grade and 7<sup>th</sup>/8<sup>th</sup> grades will begin switching teachers for History and Science education.
  - iii. Campus and Student Safety – Sebastian P is our new student safety officer. He is helping with facilities inspections and safety reports on a monthly basis.
  - iv. Human Resources – advertising for a junior high math teacher and an outdoor ed teacher.
  - v. Upcoming School Events – Jr High dance went well. Might be better to have a real DJ next time to get kids more pumped up and involved. The Showcase Fundraiser is planned for 12/5, the Winter Concert is on 12/17.
  - vi. Professional Development – no report

- b. Teacher Report (Palmarini – 5 minutes) – Kindergarten is learning about autumn, reciting short poems, their alphabet, and beginning reading. 1<sup>st</sup>/2<sup>nd</sup> grades are working on narrative writing, math mastery, Brazil and US cultural comparisons, and forces/motion for science labs. 3<sup>rd</sup>/4<sup>th</sup> grades are working on tech skills, writing fables, geography, and simple machines. 6<sup>th</sup> graders are building barometers to study air pressure and weather and hieroglyphics/ancient Egypt. No report available for 5<sup>th</sup> or 7<sup>th</sup>/8<sup>th</sup> classrooms.
  - c. Facilities Report (Speegle – 5 minutes) – Despite the recent heavy rains the new classrooms are not leaking (yippee) and drainage seems to be working as planned (double yippee). The planned replacement on the portables heat pumps will begin soon. Proposals continue to be sought for the EMS and controls replacement for the main buildings.
  - d. Technology Report (Speegle – 5 minutes) – ChromeBooks are now in place in the 1<sup>st</sup>/2<sup>nd</sup> grade classrooms. As soon as the gigabit connection is completed one more cart of ChromeBooks will be ordered and placed in room 9.
  - e. Parent Teacher Partnership Report (Palmarini – 5 minutes) – PTP plans on purchasing more sweatshirts for faculty, the Entourage yearbook application is being supported for the yearbook elective, holiday baskets will be raffled again during the Winter Concert, some restaurant takeovers are being planned, and a faculty food sales program is being planned in partnership with student council.
  - f. Board Development (Speegle – 10 minutes)
    - i. Governance Training in Redding Synopsis – after reading the synopsis sent out the board agreed that fiscal reporting and communication are things that we are doing well. Things to work on include better new board member orientation and shorter board meeting strategies.
    - ii. Governance Training in Paradise Upcoming – it was announced that on 2/23 at 5PM the Paradise Charter Middle School is hosting a board governance training given by Lisa Corr of Young, Minney and Corr. In January board members will indicate who can attend.
9. Announcement of Items to be Discussed in Closed Session - none
10. Future Agenda Items
- a. Safety Policies
  - b. SARC report
  - c. P-1 Attendance Report
  - d. Strategic Plan Review
  - e. Classroom Configurations and Staffing for 16/17 – after open enrollment period
  - f. Confirmation of Price, Venue, and Date for Board Retreat
  - g. Board Governance Training at PCMS on 2/23 at 5PM
11. Adjournment at 8:30PM