

Forest Ranch Charter School – Board of Directors
Tuesday, September 15, 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 - absent**
 - 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 - absent**
 - j. **Janina Carter – Parent Representative - absent**
 - k. Julie Nilsson – Educational Representative
3. Celebrations / Recognitions - none
4. Public Comments on Items NOT on the Current Meeting Agenda - none
5. Changes / Deletions to Current Meeting Agenda
 - a. Tabled item 7f until next meeting date
 - b. Theresa Palmarini requested item 6c be pulled from consent
 - c. Dana Thomas requested that item 6e be pulled from consent
6. Consent Calendar – **Maureen Blawat moved, Chantel Walker seconded that the consent calendar be approved as presented with the exception of items 6c and 6e.** Ayes: Kiersten Morgan, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Julie Nilsson. Noes: none. Abstaining: none.
 - a. Consider Approval of Meeting Minutes from August 11, 2015 (Speegle)
 - b. Consider Approval of August Financial Reports (Speegle)
 - c. Report on Board Member Liability (Speegle) – Theresa Palmarini requested clarification regarding board liability and non-DSA structures. **After further discussion, Julie Nilsson moved, Dana Thomas seconded, that the report be accepted as presented.** Ayes: Kiersten Morgan, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Julie Nilsson. Noes: none. Abstaining: none.
 - d. Consider Approval of 2015-20 Memorandum of Understanding with CUSD (Speegle)
 - e. Consider Approval of Student and Curriculum Policies (Speegle) – Dana Thomas requested clarification on field trip procedures, particularly regarding driver approvals and permission slip

access and information during off campus time. Christia Marasco noted the changes and improvements suggested for implementation by staff. **Maureen Blawat moved, Theresa Palmarini seconded, that the proposed policies be approved as presented.** Ayes: Kiersten Morgan, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Julie Nilsson. Noes: none. Abstaining: none.

- f. Consider Approval of Amended Bylaws after FRCA input (Blawat)
- g. Consider Approval of Proposed Field Trips (Marasco)
- h. Consider Approval of Resolution for CharterSafe Worker's Comp (Speegle)

7. Discussion/Action Calendar

- a. Project Christmas Child Presentation (Dorothy Rolls) – Dorothy and Gene Rolls made a presentation to the Board regarding Project Christmas Child. **After inquiry and discussion, Theresa Palmarini moved, Maureen Blawat seconded, that FRCS will include information about this project in the Community News section of our newsletter and facilitate distribution of information to any families requesting it.** Ayes: Kiersten Morgan, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Julie Nilsson. Noes: none. Abstaining: none.
- b. Menu Choices for Staff Appreciation Dinner (Blawat) – Maureen Blawat presented options to the Board for the Staff Appreciation Dinner. Maureen will move forward with the input given.
- c. Report on 2014-15 SBAC Test Results (Marasco) – Christia Marasco presented the results of our 2014-15 State Standardized Tests. Additionally, she discussed plans for staff development time to delve deeper into the results and identify areas for improvement.
- d. Consider Approval of 2014-15 Annual Performance Report (Marasco) – Christia Marasco presented the 2014-15 Annual Performance Report. **Dana Thomas moved, Theresa Palmarini seconded, that the report be approved as presented.** Ayes: Kiersten Morgan, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Julie Nilsson. Noes: none. Abstaining: none.
- e. Consider Approval of 2014-15 Unaudited Actuals Report (Speegle) – Lisa Speegle presented the 2014-15 Unaudited Actuals. **Maureen Blawat moved, Julie Nilsson seconded, that the report be accepted as presented.** Ayes: Kiersten Morgan, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Julie Nilsson. Noes: none. Abstaining: none.
- f. Consider Approval of April Board Retreat Facilitator, Cost, Date, Time and Venue (Marasco) – tabled until next meeting date
- g. Board Appointment of Audit Liaison for 2015-16 School Year (Speegle) – after discussion, Theresa Palmarini agreed to continue as the Audit Liaison for the 2015-16 school year. **Dana Thomas moved, Maureen Blawat seconded, that the Board accept Theresa's willingness to remain in this position.** Ayes: Kiersten Morgan, Dana Thomas, Chantel Walker, Theresa Palmarini, Maureen Blawat, Julie Nilsson. Noes: none. Abstaining: none.
- h. Consider Approval of Current Year Enrollment and Next Year Projections (Speegle) – Lisa Speegle led a discussion regarding enrollment challenges for this year and how they affect long-term viability. Christia Marasco led a further discussion about alternative staffing solutions and classroom configurations should enrollment increases not prove forthcoming. No action taken.

8. Reports and Presentations

a. Director Report

- i. Enrollment – no report, covered in Discussion/Action
- ii. Student Achievement and Related Measures – no report, covered in SBAC results
- iii. Campus and Student Safety – Christia Marasco discussed intentions to improve field trip procedures for increased safety, the safety risks involved with our increased special education population, and the increased time involved for the Office Manager acting as health aide considering our changing demographics.
- iv. Human Resources – Christia Marasco reported the hiring of Kaila Davidson for electives and performing arts, Holly Charles for intervention, and Kim Wagner for intervention coordinator
- v. Upcoming School Events – events coming up include the termination of the Annie B's campaign and the Dinner/Auction on September 25th.
- vi. Professional Development – Christia Marasco will be attending a Google training, Christia Marasco and Michele Jimenez will be attending an Integration training, the whole staff will be spending the upcoming Staff Day discussing the SBAC results and diving into the specifics of what we did well and what we need to improve.

b. Teacher Report – Theresa Palmarini reported that K has started Learning Clubs and are having their first Heart Party for good behavior this week, 1st/2nd is starting a unit on geography leading into their Immigration unit, 3rd/4th is working on light and color projects as well as folk tales/fables, 5th had no report, 6th made time machines and passed their lab safety tests so they can start on their science lab projects, 7th/8th is on the Age of Enlightenment and the natural laws of science as well as establishing book clubs.

c. Facilities Report – Lisa Speegle reported that the toilet building construction seems to be on track. Additionally, she updated the board on a quote for flooring work in the science lab. More investigation is required before a decision can be made on that project.

d. Technology Report – Lisa Speegle reported that the High Speed Network grant project is progressing. A visit is expected on 9/17 from Secure Connections and BCOE for a final engineering review and implementation plan. She also reported that our connection with the K12HSN will travel through BCOE, costing \$7,900 per year. Subject to eRate discounts this connection will cost about \$1,600 net, but will replace our need for a CIPA-compliant filter which costs us \$1,600. With that in mind, the net cost really is zero and brings with it a managed circuit, a firewall system, a filtering system, and some level of tech support and assistance.

e. Parent Teacher Partnership Report – Theresa Palmarini reported that the PTP will not be doing a Full Moon Festival this year. They will be supporting teachers with two prepaid tickets each to the Dinner/Auction and \$100 spending money each. Fundraisers will center on chocolate bar sales, restaurant take overs, and cal skate nights.

f. Board Development – Maureen Blawat reported on her experience attending the SBAC training seminar with Christia Marasco. Additional information regarding State Standardized Testing was

sent to the Board for reading. There were no questions regarding the materials. There were no special requests for information for the next meeting.

9. Announcement of Items to be Discussed in Closed Session - none

10. Future Agenda Items

- a. Review Student Policies (Marasco)
- b. Report on First Trimester Academics and LCAP Goals (Marasco)
- c. First Interim Budget Report (Speegle)
- d. Audited Financial Statement (Speegle)
- e. 2014-15 Physical Fitness Test Results (Marasco)
- f. 2014-15 Science Test Results (Marasco)
- g. Consider Approval of April Board Retreat Facilitator, Cost, Date, Time and Venue (Marasco)

11. Adjournment at 8:50PM