

FOREST RANCH CHARTER SCHOOL
Board of Directors Meeting
Thursday, March 10, 2011
MINUTES

1. OPEN SESSION – Kiersten Morgan called the meeting to order at 6:04 PM.

2. ROLL CALL
 - Christia Marasco - Director
 - Dave Foreman - Community Representative and Vice Chair
 - Diana Burgon - Parent Representative
 - Kiersten Morgan - Parent Representative and Chair
 - Lisa Matoes - Teacher Representative
 - Lisa Speegle - Parent Representative and CFO
 - Lynne Wright – Community Representative -- ABSENT*
 - Melinda Boyd - Parent Representative and Volunteer Coordinator
 - Seren Bradshaw - Community Representative and Secretary
 - VACANT -- Educational Professional

Guests – None

3. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (6:07 PM)

Lisa Speegle moved, Melinda Boyd seconded that *the minutes of the February 10, 2011, meeting be approved as presented.*

AYES: Diana Burgon, Kiersten Morgan, Lisa Speegle, Melinda Boyd, Seren Bradshaw
NAYES: none
ABSTAINING: Dave Foreman, Lisa Matoes

4. DELETIONS/CHANGES TO CURRENT MEETING AGENDA -- None

5. CELEBRATIONS / RECOGNITIONS (6:14 PM)
 - A. Christia Marasco announced that the school has received a garden grant in the amount of \$250 from the Chico Horticultural Society.

 - B. Lisa Speegle announced that Forest Ranch Charter School will be included in a full page advertisement for Chico charter schools in the Chico Area Recreation District (CARD) spring book.

 - C. Kiersten Morgan announced that Forest Ranch Charter School will be participating in a Charter School Fair in Chico on March 24, 2011.

6. CONSENT ITEMS – None

7. PUBLIC COMMENTS – None

8. DISCUSSION / ACTION ITEMS
 - A. Nominating Committee (6:25 PM)

FOREST RANCH CHARTER SCHOOL

Board of Directors Meeting

Thursday, March 10, 2011

MINUTES

Kiersten Morgan announced that the Nominating Committee will consist of chair Mel Fune, Shelly Whipple, and Seren Bradshaw. Vacancies to be filled include two parent representatives, one community representative, one teacher representative, and the educational professional. No action taken.

B. Annual Organizational Meeting Policy (6:29 PM)

After discussion it was moved by Kiersten Morgan, seconded by Diana Burgon that **the policy language be changed to have the annual organizational meeting be held on the next scheduled meeting of the board following the third Thursday in May; that references to Education Code section 35143 in section 2(a) be removed; that all of section 3(a) be removed; and that review dates be updated as needed.**

AYES: Dave Foreman, Diana Burgon, Kiersten Morgan, Lisa Matoes, Lisa Speegle, Melinda Boyd, Seren Bradshaw

NAYES: none

ABSTAINING: none

C. Conflict of Interest Policy (6:31 PM)

Kiersten Morgan moved, seconded by Diana Burgon that **the policy be approved as presented.**

AYES: Dave Foreman, Diana Burgon, Kiersten Morgan, Lisa Matoes, Lisa Speegle, Melinda Boyd, Seren Bradshaw

NAYES: none

ABSTAINING: none

D. Field Trip and Excursion Policy (6:41 PM)

Christia Marasco passed out drafts of this policy to be reviewed prior to the April meeting. No action taken.

E. Calendar for 2011/12 (7:27 PM)

After discussion it was moved by Melinda Boyd, seconded by Kiersten Morgan that **(1) two more school days will be added to the calendar to allow for a total of three possible snow days; (2) the last school day will be moved to Friday, June 8, 2012, and that this will be a half day; (3) Thursday, June 7, 2012, will be a full school day; (4) Friday, April 6, 2012, will be designated as a Staff Development Day; and (5) Friday, May 11, 2012, will be a regular school day.** The resulting calendar will consist of 178 days including three possible snow days, annual instructional minutes within State guidelines, and no change made to the school day start and end times.

AYES: Dave Foreman, Diana Burgon, Kiersten Morgan, Lisa Matoes, Lisa Speegle, Melinda Boyd, Seren Bradshaw

NAYES: none

ABSTAINING: none

F. Insurance Provider (7:38 PM)

Lisa Speegle stated that, due to significant annual premium increases for liability and workers' compensation insurance currently purchased from California Charter Schools Association (CCSA), she has requested quotes from three other vendors. As a decision must be made no later than April 1, 2011, a special Board meeting has been scheduled for Wednesday, March 23, 2011, to select a liability and workers' compensation insurer.

G. Snow Days – Discussion was incorporated into item E above.

H. Second Interim Report (7:40 PM)

FOREST RANCH CHARTER SCHOOL
Board of Directors Meeting
Thursday, March 10, 2011
MINUTES

Lisa Speegle presented the second interim financial report as of January 31, 2011. Kiersten Morgan moved, seconded by Dave Foreman that **the report be approved..**

AYES: Dave Freeman, Diana Burgon, Kiersten Morgan, Lisa Matoes, Lisa Speegle, Melinda Boyd, Seren Bradshaw

NAYES: none

ABSTAINING: none

9. REPORTS AND PRESENTATIONS

A. PTP (8:09: PM)

Melinda Boyd reported that there was no financial report for the Woodstock Pizza fundraiser yet, that Path of Success Day will be May 12, 2011, that the Endangered Species Fair will be on May 1, 2011, the Spring Concert and Open House will be held in May, and Math Night will be in April.

B. Volunteer Coordinator Report (8:18 PM)

Melinda Boyd reported that work has begun on updating the phone list for snow day notification, that work has begun on the yearbook, and that the parent-approval-of-pictures form needs to be updated.

C. Teacher Report (8:33 PM)

Lisa Matoes shared reports from the teachers concerning recent classroom activities, and reported that the teachers would like more preparation time in relation to assessments and report card preparation. Christia Marasco will discuss this latter issue more fully with the staff and will report back at the April meeting.

D. Facility Report (8:38 PM)

Lisa Speegle reported that a contractor has been hired to replace the heater circulating pump, the portables are scheduled to be painted during spring break, that the district has not yet responded regarding the rusting panels under the windows on the southside classrooms, and that arrangements need to be made with the district for garden watering this summer when the water system is being replaced.

E. Safety Report (8:58 PM)

Christia Marasco reported that she has reviewed the safety requirements book and noted that a number of minor issues need to be checked and/or documented, including safe schools training for staff and a few missing Board policies,. She conducted a Code Red drill today which brought some logistical issues to light.

F. Music Festival – The dates of the festival will be May 7 and 8, 2011.

(Diana Burgon left the meeting at 9:00 PM.)

G. CFO Report (9:09 PM)

Lisa Speegle reported that average daily attendance (ADA) continues to be below target level, and is currently at 93.11. Several minor budget adjustments were made in relation to the second interim report. Fund raising for the fiscal year has exceeded expectations and is currently at \$31,600.

H. Director's Report (Christia Marasco) (9:49 PM)

Christia Marasco reported enrollment for the 2011/12 year of 107 students with space available in the lower grades only. Other issues presented included snow shoveling, janitorial services, need

FOREST RANCH CHARTER SCHOOL
Board of Directors Meeting
Thursday, March 10, 2011
MINUTES

for more substitutes, a student's records were subpoenaed and we complied, the annual charter school audit to be performed by Chico Unified, tentative plans for use of the garden grant, and a Butte Community College student group that will be performing community service for school credit.

10. FUTURE BOARD ITEMS

The following items need to be considered at the April meeting:

- (1) Field Trip and Excursion policy;
- (2) Insurance relating to food provided for events;
- (3) Closed Session item regarding general teacher contract terms

11. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

There were no Closed Session Items.

12. PUBLIC COMMENTS REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION -- None

13. CLOSED SESSION - No Closed Session

14. RECONVENE OPEN SESSION – N/A

15. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION – N/A

16. ADJOURNMENT (9:50 PM)