

FOREST RANCH CHARTER SCHOOL  
Board of Directors April 14, 2011  
MINUTES

1. OPEN SESSION – Kiersten Morgan called the meeting to order at 6:05 PM.

2. ROLL CALL

Christia Marasco – Director – *Participating in Charter School Fair and arrived at 8:30 PM*  
Dave Foreman - Community Representative and Vice Chair  
*Diana Burgon - Parent Representative -- ABSENT*  
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 – Barbara Norman, John Rowden, Marlene Heisey

3. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (6:20 PM)

Kiersten Morgan moved, Melinda Boyd seconded that *the minutes of the March 10, 2011, meeting be approved as revised.*

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

NAYES: none

ABSTAINING: none

Kiersten Morgan moved, Dave Foreman seconded that *the minutes of the March 23, 2011, special meeting be approved as revised.*

AYES: Dave Foreman, Kiersten Morgan, Lisa Speegle, Seren Bradshaw

NAYES: none

ABSTAINING: Melinda Boyd, Lisa Matoes

4. DELETIONS/CHANGES TO CURRENT MEETING AGENDA

Kiersten Morgan requested that item 8-D, Music Festival, be moved forward as Marlene Heisey was present and ready to make her report. She also requested that items 8-B, Liability relating to providing or selling of food at events, and 8-E, School-to-home communications, be postponed until after Christia Marasco had arrived.

5. CELEBRATIONS / RECOGNITIONS (6:25 PM)

A. Kiersten Morgan announced that Diana Burgon has resigned from the Board due to her family's move to Washington state. Lisa Speegle will notify the bank to remove Diana's signature from all FRCS accounts.

B. Kiersten Morgan announced that the school play, Charlotte's Web, was very cute and well attended. Lisa Speegle added that the play grossed over \$1,000.

6. CONSENT ITEMS – None

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7. PUBLIC COMMENTS – None

8. DISCUSSION / ACTION ITEMS

D. Music Festival (6:45 PM)

This item was moved forward. Marlene Heisey reported the following: (1) flyers are available for distribution; (2) there have been some changes in the bands performing on Sunday; (3) there will be a raffle for two celebrity-signed guitars and tickets are being sold at the Saturday market and other venues; (4) event insurance and the health department license have been requested; and (5) a raffle license will also be requested. No action taken.

A. Field Trip and Excursion Policy (7:00 PM)

After some discussion focusing on the requirement that livescans (finger-printing) be required for out-of-county trips, Dave Foreman moved and Kiersten Morgan seconded that **the policy be adopted as presented to go into effect with the start of school in August, 2011.**

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

NAYES: none

ABSTAINING: none

B. Liability relating to providing or selling of food at events – postponed until arrival of Christia Marasco.

C. PayPal donations (7:10 PM)

Lisa Speegle requested that the ability to collect donations via PayPal be established. There are no set-up fees and PayPal would collect a small percentage of each transaction. Dave Foreman moved and Melinda Boyd seconded that **a PayPal account be established.**

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

NAYES: none

ABSTAINING: none

D. Music Festival – see previous discussion

E. School-to-home communications – postponed until arrival of Christia Marasco

F. Nominating Committee Update (7:15 PM)

Kiersten Morgan announced that one application for parent representative has been received; John Rowden, applicant for the Educational Professional position, was in attendance; Dave Foreman is willing to continue as community representative; and Mallory Lyons will be the teacher representative. No action taken.

G. Budget considerations (8:11 PM)

Lisa Speegle outlined the potential cuts and/or deferrals that may impact next year's budget. She presented a series of charts showing projected levels of shortfall and possible budget adjustments that might be required in relation to those shortfalls. No reliable information regarding next year's State budget is currently available, however better information should be available after the governor issues the May budget revision.

In response to the projected funding shortfalls Barbara Norman, community member, volunteered to research LPG/biofuel/electric school buses available for purchase and the possibility of a shared contract with other agencies, such as Cal State and/or Kids & Creeks, regarding the use of a bus. She also volunteered to research the feasibility of solar/wind/geothermal energy generation.

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The Board also discussed the possibility of adding a grade 7/8 class to the school; reducing the aide FTE; increasing all class sizes; and seeking sponsorships from local groups and corporations. No action was taken.

H. Dates for May and June meetings (8:22 PM)

There will be no change to the scheduled May meeting date of May 12, 2011. The June meeting will be moved to June 2, 2011. No formal action taken.

I. P-2 attendance report (8:28 PM)

Lisa Speegle reported that the P-2 attendance rate is 93.27% for the period up to April 1, 2011. This represents a drop of 1.73% from our target attendance rate of 95%. Kiersten Morgan moved and Melinda Boyd seconded that **the P-2 attendance report be accepted as presented.**

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

NAYES: none

ABSTAINING: none

J. Schedule review of CBO and Director performance (8:35 PM)

Kiersten Morgan and Dave Foreman will perform these reviews prior to the May 12, 2011, board meeting.

As Christia Marasco was now present, the board returned to the two items that had been postponed pending her arrival.

B. Liability relating to providing or selling of food at events (8:36 PM)

Christia Marasco had no information to present and the item will be forwarded to next month's agenda.

E. School-to-Home Communication (9:17 PM)

Kiersten Morgan reported that she is aware of communication issues between parents and the school. There needs to be a higher level of communication from the school concerning activities that are occurring and the related expectation of parental participation. Consideration might be given to having fewer events and/or special activities but doing a better job of organizing and communicating to parents about those events. Discussed at length. No action taken.

K. Projects for "Love Chico" (9:19 PM)

Christia Marasco and Lisa Speegle reported a list of possible projects to be suggested to "Love Chico" for community assistance. No action taken.

9. REPORTS AND PRESENTATIONS

A. PTP (9:43 PM)

Melinda Boyd reported that: (1) the Spring Concert/Open House is scheduled for May 20; (2) we will not be doing the Endangered Species Fair due to a date conflict, but will be doing the Children's Fair; (3) replacement Path of Success bricks have been ordered and the plans for moving the existing bricks; and (4) in order to adequately cover costs, students will be charged for the yearbook.

B. Volunteer Coordinator Report (9:48 PM)

Melinda Boyd reported that the emergency phone list has been updated to include new students.

There is a need to update the file with both mailing and residence addresses and to gather multiple phone numbers for each family.

C. Teacher Report (10:00 PM)

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Lisa Matoes reported on the current activities in each classroom plus preparations for STAR testing. The teachers have requested receipt of their contracts for next year as soon as possible and that the aide budget not be cut.

D. Facility Report (10:06 PM)

Lisa Speegle reported that the rusted windows on the southside classrooms have been replaced by CUSD. Other facility issues that are being addressed include a minor roof leak, a bathroom light issue, and the malfunctioning of the locks on some of the doors.

E. Safety Report (10:12 PM)

Christia Marasco reported that the Safety Committee Meeting was handled by Marlene Heisey and that there is a new parent member of this committee. She also reported that a power outage occurred when she was off campus and was handled well by the staff. Procedures for future power outages have been drafted and areas of shortcoming have been addressed.

F. Music Festival – See earlier report

G. CFO Report (10:17 PM)

Lisa Speegle presented, in addition to the standard monthly financial reports, a list of vendor payments made as requested by CUSD, a list of amounts received from various fund raisers, and a summary of the budget changes made due to ADA changes and State deferrals. Kiersten Morgan moved and Dave Foreman seconded that **the budget changes and the vendor payments be ratified.** (Melinda Boyd was temporarily out of the room for this vote.)

AYES: Dave Foreman, Kiersten Morgan, Lisa Matoes, Lisa Speegle, Seren Bradshaw

NAYES: none

ABSTAINING: none

H. Director's Report (Christia Marasco) (10:34 PM)

Christia Marasco quickly referred to the proceeds from the musical, the Butte College project, and the site visit, all of which had been discussed earlier. She indicated that we would receive a new student on Monday and that there would be a recruitment booth at the Children's Fair. Her proposed budget for 2011/12 will include increased class sizes and reduced aide time. She will provide a picture of the school, including only students whose parents have approved their picture being distributed, to the author of a new pictorial history book on Forest Ranch.

10. FUTURE BOARD ITEMS

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

- (1) Liability relating to providing or selling of food at events (Christia Marasco)
- (2) Closed Session item regarding general teacher contract terms
- (3) Closed Session item regarding review of faculty/staff performance reviews performed by Director

11. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION (10:35 PM)

- A. General terms of teacher contracts – Postponed to May meeting
- B. Review of faculty/staff performance reviews performed by Director – Postponed to May meeting

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

13. CLOSED SESSION - No Closed Session

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14. RECONVENE OPEN SESSION – N/A
  
15. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION – N/A
  
16. ADJOURNMENT (10:36 PM)