

FOREST RANCH CHARTER SCHOOL
Board of Directors May 10, 2012
MINUTES

1. OPEN SESSION

Chairman Dave Foreman called the meeting to order at 6:11 PM.

2. ROLL CALL

Christia Marasco – Director (Left at 7:33 PM)
Dave Foreman - Community Representative and Chair
John Rowden – Educational Professional – Absent
Kiersten Morgan - Parent Representative and Vice Chair
Lisa Speegle - Parent Representative and CFO
Lynne Wright – Community Representative
Mallory Bodney – Teacher Representative -- Absent
Melinda Boyd - Parent Representative and Volunteer Coordinator -- Absent
Robin Cook – Parent Representative -- Absent
Seren Bradshaw - Community Representative and Secretary

Guests: Maureen Blawat, Marlene Heisey, Kaleb B,

3. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (6:13 PM)

Due to a distribution error, approval of the minutes of the April 12, 2012, meeting was postponed until the June meeting.

4. CHANGES TO CURRENT MEETING AGENDA

Item 6-C was deleted as there are no June field trips to approve.

5. CELEBRATIONS / RECOGNITIONS (6:14 PM)

- (a) Kiersten Morgan introduced Maureen Blawat who is considering applying for the Community Board Member three-year term.
- (b) Christia Marasco announced that the hiring of a new teacher was almost complete.
- (c) Dave Foreman announced that Marlene Heisey had been honored as the Lions Regional Citizen of the Year.

6. CONSENT CALENDAR (6:15 PM)

- A. Financial Reports for April (Balance Sheet, Vendor Payments, Profit/Loss YTD Comparison, Budget/Actuals, & Cash Flow Projections)
- B. Approve P-2 Attendance Report
- C. Approve June Field Trips – Deleted per above
- D. Prop 39 May 1 Response to Final Offer
Kiersten Morgan moved, Lynne Wright seconded to approve items A, B, and D on the Consent Calendar.
Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw
Nays: None
Abstaining: None

7. PUBLIC COMMENTS -- None

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8. DISCUSSION/ACTION ITEMS

A. Sixth Grade Projects (Christia Marasco) (6:20 PM)

Christia Marasco reported that sixth grade student Kaleb B. will be creating a short nature trail in the area behind the back fence as his sixth grade project. Brush will be cleared with loppers used by adult assistants. Kaleb intends to attend the meeting to personally present his project proposal to the Board. Kiersten Morgan moved, Lynne Wright seconded that **the sixth grade project to use loppers to create a small trail be approved as presented.**

Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw

Nayes: None

Abstaining: None

B. Compensation Plan (Dave Foreman) (6:39 PM)

Dave Foreman presented Board Policy 6040 – *Compensation Plan and Review* which outlined a revised compensation plan consisting of an established first year pay schedule, masters degree stipend for teachers, and annual increases based on a combination of budget target percentages, employee performance, and fiscal conditions. Christia Marasco shared comments from the teachers concerning the proposed plan. After discussion Kiersten Morgan moved, Lynne Wright seconded **to approve Board Policy 6040 – Compensation Plan and Review with changes suggested.**

Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw

Nayes: None

Abstaining: None

C. BP2000 – Employee Handbook (Lisa Speegle) (7:03 PM)

Lisa Speegle summarized the proposed changes to be made to the *Employee Handbook* plus the results of conversations with the teachers concerning the *Handbook*. It was decided to add sick pay for full-time non-exempt employees. Unused sick time can either be carried over to subsequent years or can be cashed out for the current year only. Expanded information about STRS, social security, and PERS sick leave carry-over regulations will be added to the *Handbook*. Lynne Wright moved, Kiersten Morgan seconded **to approve the Employee Handbook as amended.**

Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw

Nayes: None

Abstaining: None

D. Firewood Fundraiser (Marlene Heisey) (7:06 PM)

Marlene Heisey reported that two road signs would be placed on highway 32 to notify the general public that campfire wood is available in the school parking lot for a voluntary contribution. Lisa Speegle moved, Kiersten Morgan seconded **to approve the firewood fundraiser as presented.**

Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw

Nayes: None

Abstaining: None

E. Hair-Cut-a-Thon (Marlene Heisey) (7:09 PM)

Marlene Heisey reported on behalf of Melinda Boyd that Stephanie Juhl wants to do another Hair-Cut-a-Thon before the end of school, date pending. Lisa Speegle moved, Lynne Wright seconded that **the Hair-Cut-a-Thon fundraiser be approved as presented.**

Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw

Nayes: None

Abstaining: None

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F. PTP Food Approvals – Spring Concert and free hot dogs on last day of school (Marlene Heisey) (7:13 PM)

Marlene Heisey requested on behalf of Melinda Boyd that PTP be approved to sell pizza & non-soda drinks at the Spring Concert on May 24, 2012, and to provide a free hot dog lunch on the last day of school, June 8, 2012. Kiersten Morgan moved, Lynne Wright seconded that **the PTP food and beverage sales at the Spring Concert and the last school day hot dog lunch be approved.**

Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw

Nays: None

Abstaining: None

(To comply with Christia Marasco's request to leave the meeting early to deal with an unexpected situation, items 9-G: Director's Report and 9-E: Safety Report were brought forward on the agenda.)

(Likewise items 9-A: PTP, 9-B: Volunteer Coordinator, and 9-F: Music Festival was brought forward so that guest Marlene Heisey could leave.)

9 – G: Director's Report (Christia Marasco) (7:27 PM)

(1) Sixth grade student Kaleb B. was now present and gave the Board an overview of his sixth grade project to create a short nature trail behind the back fence. He has mapped out the full trail and will be assisted by his uncle to cut away the necessary brush. He hopes to have approximately half of the work completed before the end of the school year and will complete the balance over the summer. The Board requested that Kaleb return to a subsequent Board meeting with a report after completing the project.

(2) STAR testing is underway. There are a number of students requiring make-up testing due to illness. Lynne Wright volunteered to assist with this make-up testing.

9 - E: Safety Report (Christia Marasco) (7:28 PM)

Christia Marasco reported that she needs to get a Code Red practice organized. The Safety Committee will be meeting on May 24, 2012.

9 – F: Music Festival (Marlene Heisey) (7:29 PM)

Marlene Heisey reported that two billboards are up in the Chico area, ads are set to run in *Chico News & Review*, and promotional booths will be present at several local events. Sponsorships are currently down from last year, but there should be more coming in. The water station at the Festival will feature KleanKanteen cups for sale with the profit to go to the student body.

9 – A: PTP (Marlene Heisey) (7:36 PM)

Marlene Heisey reported on behalf of Melinda Boyd that the yearbook is almost complete. The teacher appreciation luncheon will be held on May 11, 2012, at Tres Hombres in Chico. PTP will give the new teacher \$500 to stock her class room and will then select one teacher each year to receive a similar amount.

9 – B: Volunteer Coordinator (Marlene Heisey) – Nothing to report

(There was a short break from 7:37 PM until 7:43 PM, followed by a return to the regular agenda.)

G. Date for Ice Cream Social (Dave Foreman) (7:44 PM)

Dave Foreman requested that we provide the Community Association a suggested date for the ice

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cream social. Monday, August 20, 2012, was suggested. No action taken.

H. IT Committee (Dave Foreman) (7:47 PM)

Dave Foreman announced that a 5-year technology plan for the E-rate discount needs to be created. Christia Marasco has agreed to put together an ad hoc committee to do this work. Jake Brose was suggested as a potential committee member. Lisa Speegle and Dave Foreman volunteered to also serve on the committee. No action taken.

I. Nominations/Elections (Kiersten Morgan) (7:55 PM)

Kiersten Morgan announced that guest Maureen Blawat is a possible community Board member. Two parents are considering applying for the open parent position, but neither have officially applied to date. Melinda Boyd is willing to continue in this position if no one steps forward. Kiersten plans to send out ballots to all parents on Monday, May 21, 2012. The annual organizational meeting of the Board will be held at the June 14, 2012, meeting. No action taken.

J. Site Inspector Selection for Portables Relocation Project (Lisa Speegle) (8:10 PM)

Lisa Speegle explained that we are required to hire an inspector for the portable relocation project, however we do not have to select the lowest bidder. Two applications have been received. Lisa recommended that we select Ray Dalton as our Project Inspector based on his strong relationship with our architect, plus he lives in Forest Ranch. Lynne Wright moved, Kiersten Morgan seconded **to hire Ray Dalton as Project Inspector, if the project goes forward.**

Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw

Nays: None

Abstaining: None

K. General Contractor Selection for Portables Relocation Project (Lisa Speegle) (8:16 PM)

Lisa Speegle proposed rejection of all general contractor bids for the portables relocation project as they were all significantly over the amount budgeted. Options were discussed including the fact that delay would mean the new classrooms would not be available for the start of school. This situation could be mitigated by using the current science lab as a classroom. Kiersten Morgan moved, Dave Foreman seconded that **there be a meeting with the architect to re-design in order to achieve a project within budget, and to then re-do the bid process recognizing that new classrooms would not be available for the start of school.**

Ayes: Dave Foreman, Kiersten Morgan, Lisa Speegle, Lynn Wright, Seren Bradshaw

Nays: None

Abstaining: None

L. LOVE Chico Project Suggestions (Lisa Speegle) (8:22 PM)

M Lisa Speegle presented a list of suggested projects to be submitted for consideration by Love Chico. The Board concurred. No action taken.

9. REPORTS AND PRESENTATIONS

A. PTP (Melinda Boyd) – presented earlier

B. Volunteer Coordinator Report (Melinda Boyd) – presented earlier

C. Teacher Report (Mallory Bodney) – no report

D. Facility Report (Lisa Speegle) – no report

E. Safety Report (Christia Marasco) --- presented earlier

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- F. Music Festival Report (Marlene Heisey) – presented earlier
- G. Director's Report (Christia Marasco)n – presented earlier
10. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION
A. Ratification of New Employee Contract
B. Personnel Evaluation and Compensation Review
11. PUBLIC COMMENTS REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION -- None
12. CLOSED SESSION (8:25 PM)
13. RECONVENE OPEN SESSION (9:32 PM)
14. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION (9:33 PM)
A. Ratification of New Employee Contract – This item was moved to the June meeting as the new employee selection has not yet been finalized.

B. Personnel Evaluation and Compensation Review – This item was split. Personnel Evaluation was moved to the June meeting due to the absence of Christia Marasco. The Compensation Review for 2012/13 was approved for both faculty and staff based on the newly adopted Board Policy #6040.
15. FUTURE BOARD ITEMS
The following items are scheduled for consideration at the June meeting:
A. Nutrition Services Contract (Lisa Speegle)
B. Approval of April Minutes
C. Organizational Meeting

The following items are scheduled for Closed Session consideration at the June meeting:
A. Personnel Evaluation (Christia Marasco)
B. Ratification of New Employee Contract (Christia Marasco)

The following items are scheduled for consideration at the July meeting.
A. Curriculum Review (Christia Marasco)
B. Kaleb B. Sixth Grade Project Follow-Up Report (Christia Marasco)
16. ADJOURNMENT (9:34 PM)

Respectfully submitted by Seren Bradshaw