

FOREST RANCH CHARTER SCHOOL
Board of Directors May 12, 2011
MINUTES

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

2. ROLL CALL
Christia Marasco – Director
Dave Foreman - Community Representative and Vice Chair
Kiersten Morgan - Parent Representative and Chair
Lisa Matoes - Teacher Representative -- ABSENT
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 Representative

Guests – Barbara Norman, Chris Howell, Marlene Heisey, Steve Boyd

3. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (6:10 PM)
Kiersten Morgan moved, Dave Foreman seconded that *the minutes of the April 14, 2011, meeting be approved as revised.*
AYES: Dave Foreman, Kiersten Morgan, Lisa Speegle, Melinda Boyd, Seren Bradshaw
NAYES: none
ABSTAINING: none

4. DELETIONS/CHANGES TO CURRENT MEETING AGENDA (6:12 PM)
Item 5-A was deleted as it related to old news. Item 8-F, Music Festival, will be moved forward whenever Marlene Heisey arrives.

5. CELEBRATIONS / RECOGNITIONS – None/deleted

6. CONSENT ITEMS (6:15 PM)
Kiersten Morgan moved and Melinda Boyd seconded *that the following items on the Consent list be approved as presented: Financial Reports (Balance Sheet, Vendor Payments, Profit/Loss YTD Comparison, Budget/Actuals, and Cash Flow Projection) and Employee Handbook.*
AYES: Dave Foreman, Kiersten Morgan, Lisa Speegle, Melinda Boyd, Seren Bradshaw
NAYES: none
ABSTAINING: none

7. PUBLIC COMMENTS (6:20 PM)
Barbara Norman reported on the following items that she had researched on behalf of the Board:
(1) Low emission school bus: There is no funding available to purchase new buses, however the Air Quality Management Board (AQMD) will see if there is any funding we can use in the future;
(2) Solar/Wind energy: There is no money currently available for wind systems. An energy efficiency audit is required to apply to the California Solar Initiative. Barbara can conduct this audit. The general estimated cost for a solar system, including installation, is \$8.75 per watt;
(3) Financial issues involved with the offering of adult crafts in the multi-purpose room and the selling of student art as a fund raiser.

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8. DISCUSSION / ACTION ITEMS

A. Liability relating to providing or selling of food at events (6:25 PM)

Christia Marasco reported that JPA Risk Prevention provided a Safe Food Handling checklist and indicated that maintaining the proper food temperatures was the biggest concern. No action taken.

B. Bank account signatories (6:35 PM)

Dave Foreman moved, seconded by Lisa Speegle, that **Seren Bradshaw be added to the bank account as a back-up check signer.**

AYES: Dave Foreman, Kiersten Morgan, Lisa Speegle, Melinda Boyd

NAYES: none

ABSTAINING: Seren Bradshaw

C. Joint fundraising event with Kids & Creeks and The Sunshine Connection (TSC) (6:44 PM)

Chris Howell requested that the Board consider joining with TSC in backing a music festival with a well-known performer to be presented at a future date. TSC is an after-school program for special needs kids. Chris' company would front the money to contract with the performer and would arrange for raffle items and event sponsors. Other charter schools could be invited to join the endeavor. Kiersten Morgan moved, and Dave Foreman seconded, that **Chris Howell research this fundraising event further and report back to the board.**

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

NAYES: none

ABSTAINING: none

F. Music Festival summary and input (moved forward due to Marlene Heisey's arrival) (6:56 PM)

(1) Marlene Heisey reported that the current net receipts from the Music Festival, minus the gate receipts of approximately \$1,614 was \$4,462.

(2) Christia Marasco announced that the \$279 Spring Musical proceeds would be distributed to both the Red Cross Japan effort and to local child Morgan Passalacqua for liver transplant expenses. No action taken on either report.

D. Multi-year budget projections and CPR (Community Partner Relationship) plan (7:32 PM)

Lisa Speegle presented a tentative budget for 2011/12 adjusted for reduced aide time and estimated Fox Fund (parent) donations of \$200/ADA paid at \$20/month. The Fox Fund concept will be presented to the parents at a town hall meeting on May 26, 2011. She also presented a list of possible Community Partner Relationship sponsorships. There was discussion concerning the budget reductions and the proposals for raising additional revenue. No action taken.

E. 2011/12 Calendar (8:13 PM)

(1) Kiersten Morgan moved, and Melinda Boyd seconded, **to move the spring break from March 12–16, 2012, to March 19-23, 2012, to be in conformance with CUSD, Butte College, and Cal State.**

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

NAYES: none

ABSTAINING: none

(2) Christia Marasco proposed the following additional changes to the calendar as requested by the teachers: (a) Move the Fall parent conference day from October 21 to September 23; (b) move the Staff Development day from October 7 to October 14; and (c) add a Spring parent conference day in late February/early March. Kiersten Morgan moved and Melinda Boyd seconded that **the Fall parent conference day be moved from October 21 to September 23 and that the Staff Development day be moved from October 7 to October 14.**

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

(3) Kiersten Morgan moved that the February 17 Staff Development day be moved to March 5. The motion died for lack of a second.

F. Music Festival summary and input – see previous discussion.

G. Consideration of Educational Representative (8:19 PM)

Dave Foreman moved, and Lisa Speegle seconded, **that John Rowden be approved as the Educational Representative to the Board, effective with June 1, 2011.**

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

H. Posting policies on website (8:21 PM)

Lisa Speegle asked for general agreement that Board policies should be posted on the website. All agreed. No action taken.

I. Forest Ranch Community Association (FRCA) ice cream social (8:27 PM)

Kiersten Morgan moved, and Dave Foreman seconded, **that the FRCA be requested to host an ice cream social at the school on August 18, 2011.** Since this is the regular meeting date for the FRCA, they could conduct a short business meeting as part of the ice cream social.

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

9. REPORTS AND PRESENTATIONS

A. PTP (8:39 PM)

Melinda Boyd reported that: (1) PTP will not be doing a Path of Success fundraiser this year. The plan is to work with the school concerning the garden design and then doing the Path of Success fundraiser in a December to March time frame.

(2) The Spring Concert will be May 20, 2011, and will include a pizza sale, with no soda, plus a dessert potluck.

(3) Kindergarten orientation for next year will be held on May 23, 2011.

(4) A group picture of the 6th grade class will be put on t-shirts and given as a graduation gift.

(5) The yearbook will be in color. The suggested cost will be \$12 for the book or \$5 for a dvd.

B. Volunteer Coordinator Report (8:41 PM)

Melinda Boyd reported that volunteers assisted with STAR testing and the food booth at the Music Festival. She will update the volunteer form over the summer and it will be distributed twice during the 2011/12 school year.

C. Teacher Report (8:48 PM)

Christia Marasco read the report submitted by Lisa Matoes in her absence and also reported on GATE.

D. Facility Report (8:56 PM)

Lisa Speegle reported that CUSD will replace the water tank this summer. The CUSD Board has directed staff to work with FRCS to provide water service on site while this work is being done. Butte

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Department of Public Health has inspected the water system and CUSD has issued a bid package for the work to be done, but no date has yet been set for the start of work.

E. Safety Report (8:57 PM)

Christia Marasco reported most of the required drills have been held.

F. Music Festival – See earlier report

G. Director's Report (9:01 PM)

Christia Marasco reported that the STAR testing has been completed except for the PE testing. She requested that the goals for the new school year be presented at the August board meeting.

10. FUTURE BOARD ITEMS

The following item needs to be considered at the August meeting: Goals for 2011/12

11. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION (9:02 PM)

- A. Approve proposed revisions to faculty contracts
- B. Review faculty/staff performance evaluations performed by Director
- C. Review Director's preliminary performance evaluation prepared by Kiersten Morgan and Dave Foreman
- D. Review Chief Business Officer's preliminary performance evaluation performed by Kiersten Morgan and Dave Foreman

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

13. CLOSED SESSION

Closed session opened at 9:02 PM. Christia Marasco left the Closed Session at 10:07 PM. Lisa Speegle left the Closed Session at 10:34 PM.

14. RECONVENE OPEN SESSION (10:46 PM)

15. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION (10:46 PM)

- A. Faculty contracts for 2011/12 were approved with revisions to the staff work calendar.
- B. Faculty evaluations were approved; staff evaluations will begin May 16, 2011.
- C. Director's preliminary performance evaluation was approved.
- D. Chief Business Official's preliminary performance evaluation was approved.

16. ADJOURNMENT (10:47 PM)