

Forest Ranch Charter School  
Board of Directors Meeting  
Tuesday, January 19, 2010

**1. OPEN SESSION:** Call to Order 7:10 p.m.

**2. ROLL CALL:**

Kiersten Morgan - Community Representative and Chair  
Dave Foreman - Community Representative and Vice Chair  
Lisa Speegle - Parent Representative and CFO  
Christia Marasco - Director  
Diana Burgon - Parent Representative and Secretary  
Shelly Whipple - Parent Representative  
Melinda Boyd - Parent Representative and Volunteer Coordinator  
Gene Rolls - Community Representative  
Lisa Matoes - Teacher Representative  
Lynne Wright - Educational Professional - ABSENT  
Marlene Heisey - Parent Volunteer (Facilities and Fundraising) - ABSENT  
Bruce Crist - Administrative Consultant - ABSENT  
Guests - Sandy Fisher (FRCA)

**3. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:** None

**4. PUBLIC COMMENTS REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION:** None

**5. CLOSED SESSION:** None

**6. RECONVENE OPEN SESSION:**

**7. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION:**

**8. APPROVAL OF PREVIOUS BOARD MEETING MINUTES:** 7:15 p.m. Dave Foreman motions to accept revised meeting minutes from 12/15/09; Shelly Whipple seconds

AYES: Kiersten Morgan, Lisa Speegle, Dave Foreman, Shelly Whipple, Melinda Boyd, Diana Burgon

NAYES: None

ABSTAINING: Lisa Matoes, Gene Rolls

**9. DELETIONS TO CURRENT MEETING AGENDA:** 7:16 p.m. No changes

**10. CELEBRATIONS/RECOGNITION:** 7:17 p.m. Kiersten Morgan reported our charter has been approved for the next five years - Information Only

7:17 p.m. Lisa Speegle brought out some photo books of the school from it's inception

**11. INFORMATION AND DISCUSSION ITEMS**

A. Bus Collaboration with Forest Ranch Community Association 7:23 Sandy Fisher presented the idea of a possible collaboration between FRCA and the school for a "B-Line" - Butte County bus line coming up to Forest Ranch. The possibility of children riding the bus to get to school from Chico. If it were a public bus we'd have to make sure there were enough seats for all the students. If a committee could be formed to look into the options and report back to the FRCS board that would be ideal. Information Only

B. Approval of GRASP Action Plan 7:42 Kiersten Morgan reported that she and Christia have been working on finishing the Action Items. We have until March to get finished. Need to pick date for next meeting. Information Only

C. Executive Director evaluation timeline - 7:46 p.m. Going to be doing evaluation in February or March after parent surveys are returned. Anyone who would like to participate or has feedback let Kiersten Morgan know. Information Only

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- D. Suggest potential candidates for nominating committee - 7:47 p.m. Annual Organization policy states that by March, Kiersten needs to nominate or organize a nominating committee to nominate future board members. Existing board members would be good to have on the committee. Up for election are Shelly Whipple, Gene Rolls, and Diana Burgon. Kiersten Morgan will need to step down from her community representative position.
- E. Update on Insight Curriculum Audit 7:54 p.m. Christia reported that the audit is tomorrow. Focus groups are put together. They will observe in classrooms tomorrow and Thursday. Information Only

## 12. REPORTS AND PRESENTATIONS

- A. PTP - Volunteer Coordinator Report . 8:03 p.m. Melinda Boyd reported approx. 40 lunches were sold. We will be selling cards to parents and siblings as well. Trays are ordered so we don't use as many paper products. We could look into "scholarship" program for those kids who cannot afford to get lunches. Information Only  
8:17 p.m. Volunteer Coordinator report Mel Boyd. Going to send out a letter in the next month reminding people of volunteer hours. Christia stated she'd like to have a volunteer training day at the beginning of the school year to let volunteers know what/how to do things. Information Only
- B. Teacher Report - K wrapping up Antartica unit. 1-2, doing ancient civilization, long and short vowels narratives and self accessing in 2nd grade 3-4 geometry, plant unit and going on to bioms and eco systems finishing up spanish CA and going into Mexican CA. Will be going to Coloma the end of February. Finished reading Life Science books summary writing and going to get back into writing narratives. 5-6 Starting solar system, in lab tomorrow going to create craters. Writing narratives choosing either science or history for narrative. Rainy day procedures have been going smooth. Last staff meeting we talked about getting medical and the school contributing \$100. Need to revisit insurance issue. Action Item for next meeting  
8:27 Melinda Boyd left meeting  
8:30 p.m. last staff development day went well.  
8:38 p.m. Shelly Whipple took over meeting minutes. Diana Burgon left meeting.
- C. Facility Report - None
- D. Safety Report - 8:39 p.m. The heat has been working. Christia has a back-up plan if it goes out again. The school had a fire drill last week.  
The hazardous waste guy came up. He is going to give us a format for a plan. Christia is going to coordinate with him on what is ours and what is CUSD's responsibility.

## 13. PUBLIC COMMENTS - None

## 14. CONSENT ITEMS - None

## 15. ACTION ITEMS - 8:40 p.m.

1. Consider approval of three policies:
  - a. Conflict of Interest Policy
  - b. Uniform Complaint Policy
  - c. Annual Organization Meeting Policy

Dave Foreman makes a motion to approve all three policies. Lisa Matoes seconds the motion.

AYES: Kiersten Morgan, Dave Foreman, Lisa Matoes, Lisa Speeagle, Gene Rolls, Shelly Whipple

NAYES: None

ABSTAINING: None

2. Budget approval for Music Festival (\$5,000 budget requested) 8:50 p.m. Last year \$4,444.85 was spent on the music festival. \$6,200 was raised. The board agreed they would like to see the event defined more clearly. It should reflect the culture of the school and the community, which should include local musicians.

Kiersten Morgan motions to approve the \$5,000 with the caveat that the event will showcase and promote school and culture and virtues.

AYES: Kiersten Morgan, Dave Foreman, Lisa Speeagle, Lisa Matoes, Gene Rolls, Shelly Whipple

NAYES: None

ABSTAINING: None

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3. Enrollment/recruitment update 9:10 p.m. Re-enrollment forms are done. Christia will send out reminder on attendance and re-enrollment forms. We need to get flyers out for open enrollment. Flyers will be sent home for families to put up. When the flyers are put up individuals can call or e-mail Terry with the location and time spent to receive volunteer hours. Open enrollment was also be put in the Forest Ranch Post.

4. Update on services collaboration discussions with CUSD - 9:30 p.m. - A few months ago Sara Simmons talked about FRCS collaborating services with CUSD. Sarah, Lisa and Kiersten had a meeting. It was discussed what we would like to collaborate on. Transportation was item discussed. The meeting was positive and only in the discussion stage right now. Information Item Only.

5. Junior High consultant/investigation partnership 9:40 p.m. - Lisa Speegle had a conversation with a Nord (Charter School) board member. They discussed the possibility of working together to investigate what it would take to add junior high (7-8th grade) to our schools. There are concerns with adding a junior high, but still plan to investigate the possibility of working with Nord on this issue. Information Item Only.

**16. DIRECTOR'S REPORT** 9:50 p.m. - The School Advisory Council met last week. They discussed communication. Christia brought up getting a web page for each of the teachers. This would enable more communication between school and home. There would be a link on our web-site. Need to discuss configurations at the next board meeting. Christia met with teachers for their evaluations. They went over goals and set goals. After the parent surveys we will let teachers know their status for contract renewals.

**17. BOARD REPORTS**

**CFO REPORT** - 10:05 p.m. - Attendance P1 due January and reflective of August through December 4th, ADA was at 94.55%. Budget reflects 94.5%. No budget implications. Fundraising - the path of Success has received four \$200 donations and we are still receiving more. We are at \$13,000 toward our goal of \$20,000 for the year. Lisa reviewed the Race to the Top funding, it would be small. January is the beginning of the budget process.

**18. FUTURE BOARD ITEMS** 10:15 p.m.

General revisions to the standard employee contracts  
Safety Response Training  
Configurations / Class sizes  
Enrollment / Recruitment

**19. MEETING ADJOURNED:** 10:25 p.m. Kiersten Morgan adjourned the meeting