

REGULAR MEETING
BOARD OF TRUSTEES
PARADISE CHARTER MIDDLE SCHOOL

6473 Clark Road, Paradise, California

March 28, 2017
MINUTES

6:30 P.M.

**INSTRUCTIONS FOR PRESENTATIONS TO
THE BOARD BY PARENTS AND CITIZENS**

The Paradise Charter Middle School welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Trustees is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses the item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or majority of all, of the Board members shall be available for public inspection at 6473 Clark Road, Paradise, California.

In compliance with the Americans with Disabilities Act (ADA) and upon request, Paradise Charter Middle School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modifications of the agenda in order to participate in Board meetings are invited to contact the Executive Director's office.

I.

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 6:43
Prior to the meeting, Principal Reid gave the board a walking tour of the office complex to view the damage created by the fire.

B. ROLL CALL

Mrs. Denise Farrell	x
Mr. Brad Jacobson	x
Mr. Casey Carlson	x
Mr. Jonathan Mattern	absent
Mrs. Cheryl Robertson	x

C. FLAG SALUTE

II. COMMUNICATIONS

A. Comments from the public Tom Taylor, PUSD admin., and CBO Lisa Speegle were in attendance.

B. Comments from the board None

C. For Information: Superintendent's Report:

II-C

Including: LCAP – DASHBOARD - Discussion, Debrief and Update Board members on 3/15/17 fire in main office building complex, Letter of thanks to CMA Church, Letter of Thanks to Console Family for financial donations to the school, Letter of thanks to Cal Fire, Update on 3/21/17 Lottery, Board LCAP training 3/29/17 offered by BCOE

Principal Reid requested he give his report at the end of the meeting. The board agreed to “flip” the agenda order, giving CBO Lisa Speegle the opportunity to work with the board at the front end of the meeting.

The Superintendent covered all the items listed on the agenda but asked to table the LCAP/Dashboard discussion for the April meeting due to the late hour at the close of the meeting. The board agreed to table the LCAP discussion.

III. CONSENT AGENDA ITEMS

A. Minutes of Regular Meeting of 2-28-17

III-A

Board Casey Carlson moved to approve February minutes, seconded by Brad Jacobson. Motion carried.

IV. ITEMS SCHEDULED FOR ACTION

A. BUSINESS

1. Monthly Financials Report prepared by CBO Speegle

IV-A1

The board reviewed the financial report. Board members focused on the “bottom line”; the carry over reserves to be sure the school continued to be in sound financial shape. This

discussion also carried over to the later discussion when considering creating the new salary schedules for staff and admin.

Brad Jacobson moved to accept and approve the monthly financial report, seconded by Cheryl Robertson. Motion carried.

2. Lease Agreement with the CMA Church

IV-A2

The Superintendent reviewed the proposed lease agreement prepared by the CMA Church highlighting those items that were new. The CMA requested the lease agreement be adopted every five years to coincide with the charter renewal year. That would mean the proposed lease would carry to renewal year 2020, and then be brought up for approval every five years. The CMA built in a 2% yearly raise in the fee charged the school. The board agreed that this was a fair request and concurred that a five year cycle would be a wise plan for revisiting the lease.

Casey Carlson moved to accept the proposed lease agreement with the CMA Church giving Superintendent Reid the authority to sign the final document prepared by the church. Seconded by Brad Jacobson. Motion carried.

3. Secure Contractor for Reconstruction of Building

IV-A3

The board discussed the need to secure a contractor for the reconstruction of the main office complex which was damaged due to fire. Superintendent Reid suggested the board appoint Feather River Construction to complete the work. This was based upon the fact that contractor Ed Gleason had done the immediate clean up and removal work. Feather River had also done insurance work on the main building when it was damaged by wind. Feather River also was the contractor that built the new science classrooms and student restrooms. That work was done for a very reasonable cost with the contractor giving the school a 5 year no-interest loan. Superintendent Reid also suggested the board be aware of the PCMS Fiscal Control policies which gives guidance to the board on fiscal matters. The majority of the board discussion centered on whether it was necessary to secure multiple bids before moving forward. Board member Jacobson, owner of an insurance company, suggested that because this was an insurance claim that did not involve “new money” being spent out of the general fund the board could move forward with Feather River completing the project. Others suggested securing multiple bids would be wise. All board members, PUSD Rep Tom Taylor, and CBO Lisa Speagle, gave input.

Brad Jacobson moved to direct Superintendent Reid to secure three bids for reconstruction of the main office complex. The board gave the Superintendent authority to move forward if he felt confident in the selection of a contractor. Seconded by Casey Carlson. Motion carried.

B. INSTRUCTION AND CURRICULUM

1. Approve 2017/18 Academic Calendar

IV-B1

The board reviewed the final draft of the calendar which was presented at the February meeting. Superintendent Reid reminded the board that the calendar matches the PUSD calendar in consideration of families with children in multiple schools around the district. The only difference being PCMS students will end their year approximately one week earlier than district schools.

Casey Carlson moved to approve the 2017/18 PCMS Calendar as presented. Seconded by Cheryl Robertson. Motion carried.

C. PERSONNEL

1. Updated Certificated Salary Schedule

IV-C1

CBO Speegle presented the board with a single column salary schedule with a consistent 2.25% increase with each yearly step. Step 1 starting salary takes into account the new minimum wage laws in California. Starting Step 1 salary was placed at 45,760 with the yearly 2.25% increase through step 32. This schedule was built based upon discussions that took place at the February meeting. The board directed Lisa to create a single column schedule with the consistent 2.25% yearly increase.

Casey Carlson Moves to approve the Certificated Salary Schedule as presented. Seconded by Cheryl Robertson. Motion carried

2. Updated Administrative Salary Schedule

IV-C2

Superintendent Reid excused himself from the meeting. The board discussed creating an administrative salary schedule that would take into account the new salary schedule for certificated staff. The board looked at PUSD/CUSD salaries and attempted to get comparable data from other charters but found charters in Butte County were also revising or creating schedules for their administrators. After considerable discussion the board created a 10 year step schedule based upon years of experience as an administrator. The starting salary at step 1 was placed at 86,534. This was based upon the new PCMS certificated schedule. The figure was set at 5% annualized above year 20 on the certificated schedule. A 2.25% increase was then built in for the 10 year schedule. The board invited Superintendent Reid back in the meeting for discussion. The desire was to be sure the proposed admin. schedule was reasonable; both for attracting future administrators, and to maintain a reasonable % of salary/benefits to yearly annual revenue.

Brad Jacobson moved to adopt the proposed PCMS Administrative Salary Schedule. Seconded by Casey Carlson. Motion carried.

V. ITEMS SCHEDULED FOR INFORMATION

A. BUSINESS

B. PERSONNEL

C. ITEMS FROM THE BOARD

VI. ADJOURNMENT

The meeting was adjourned at 8:45

Next Meeting Date: 4-25-17

