

REGULAR MEETING
BOARD OF TRUSTEES
PARADISE CHARTER MIDDLE SCHOOL

6473 Clark Road, Paradise, California

June 27, 2017
BOARD MINUTES

6:15 P.M. Closed Session
6:30 P.M. Open Session

**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 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 6:17

B. ROLL CALL

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

C. FLAG SALUTE

II. CLOSED SESSION

A. Principal/Superintendent Evaluation

Chair Denise Farrell shared that she wanted more time to complete the evaluation. She is gathering information from staff and board members to prepare a report. The board agreed to table the formal evaluation report to the August meeting. Board members voiced the desire to extend contract with Chris Reid.

Motion made by Jonathan Mattern to extend contract with Chris Reid to serve as Principal/Superintendent of PCMS with salary of \$105,720. Medical/Dental/Vision benefits along with STRS are also provided. Salary and benefits rates were set at earlier meeting in the spring. Seconded by Cheryl Robertson. Motion Carried.

III. PUBLIC SESSION

RECONVENE TO OPEN SESSION. The meeting was reconvened to open session at 6:26.

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION:

Chair Farrell reported that Chris Reid will continue to serve as the PCMS Principal/Superintendent, with salary package as described in above motion.

IV. COMMUNICATIONS

A. Comments from the public Jennifer Duran attended the meeting and was introduced as the incoming 6th grade representative board member beginning July 1, 2017

B. Comments from the board

C. For Information: Superintendent's Report: See attached report

V. CONSENT AGENDA ITEMS

- A. Minutes of Regular Meeting of May 30, 2017 V-A
Motion by Jon Mattern to approve May 30, 2017 minutes, seconded by Cheryl Robertson.
Motion carried.

VI. ITEMS SCHEDULED FOR ACTION

A. BUSINESS

1. **LCAP Document Final Approval** VI-A.3
Chris Reid reviewed the document with board members highlighting new goals and expenditures to meet those goals.
Brad Jacobson moves to approve 2017-18 LCAP. Seconded by Jon Mattern. Motion Carried.

2. **June Financials prepared by CBO Lisa Speegle** VI-A.1
Board members reviewed monthly report with no questions or concerns.
Jon Mattern moved to approve June report, seconded by Cheryl Robertson. Motion carried.

3. **2017/18 Initial Budget** VI-A.3
Chris Reid highlighted several elements of the initial budget including carry-over fund reserves and % of salary/benefits to revenues.
Brad Jacobson moved to approve the 2017-18 Initial Budget. Seconded by Cheryl Robertson, motion carried.

B. PERSONNEL

1. **Office Manager Salary – 2017/18**
Discussion focused on comparable pay at other schools in the area and years of service. CBO Speegle utilized this information to set up hourly rate in the budget projection.
Jonathan Mattern moved to adopt office manager salary as described in the 2017/18 Initial Budget. Seconded by Cheryl Robertson. Motion carried.

2. **Principal/Superintendent Salary – 2017/18**
Approved as stated in earlier motion.

3. **Renewal of contract with Lisa Speegle for Business Services – 2017/18**
It was determined that this was not necessary as Mrs. Speegle works as a contractor and no hourly rate change was made for the upcoming year. Board members desired that her hourly rate be evaluated the following year with a plan to raise her rate.

4. Supplemental and Elective Pay Schedule for 2017/18

Mr. Reid shared the attached document. Only change from prior year was non full-time employees would be compensated on an hourly rate rather than a stipend due to new minimum wage laws.

Motion made by Brad Jacobson, seconded by jon Mattern, to approve 2017-18 supplemental pay schedule. Motion carried.

5. New staff member with 6th grade child wishing to enroll

Board members reviewed policy for giving preference to employee's children. It was determined that the new P.E. instructor's 6th grade child be enrolled increasing total to 53 students rather than the standard 52. It was also determined that if an opening came up, standard practice would continue; the next person on the waiting list would be called. This means an expanded enrollment of 53 would remain. This insures that families would not be "bumped" from the opportunity to attend PCMS due to the extra student.

Jon Mattern moved to add the staff member's child to the 6th grade class for the 2017-18 year. Seconded by Cheryl Robertson. Motion carried.

VII. ADJORNMENT

The meeting was adjourned at 7:16

Next Meeting Date: August 29, 2017