

PARADISE CHARTER MIDDLE SCHOOL

Minutes

**MEETING OF THE BOARD OF DIRECTORS
REGULAR MEETING AGENDA**

**6473 Clark Road
Paradise, California 95969**

**April 26, 2022
5:00 P.M.**

- 1.0 Call to Order
Minutes:
The meeting was called to order at 5:02 P.M.
- 1.1 Flag Salute
Minutes:
Christina Voigt led the Pledge of Allegiance.
- 1.2 Roll Call
Minutes:
Attendance:
Christina Voigt, President/7th Grade Parent Representative PRESENT
Jill Pruis, Vice-Chair/8th Grade Parent Representative PRESENT
Mike Witten, Staff Representative/Chief Financial Officer PRESENT
Kristina Clarkson, 6th Grade Parent Representative PRESENT
Shelby Boston, Community Representative ABSENT

Beverly Landers, Executive Director PRESENT
Jennifer Robbins, Secretary to the Board PRESENT
- 2.0 Changes/Deletions to Current Meeting Agenda
Minutes:
Strike item #7.2 from the agenda.
- 3.0 Public Comments on Items not on the Current Meeting Agenda
Minutes:
Parent Wendy Limbaugh shared her concerns as a parent regarding a PCMS teacher.
- 4.0 Reports and Presentations
4.1 Student Council Report - Maya Goodlin (subbing for Caitlin Cooper)
Minutes:
Maya Goodlin and Allison Freimuth reported on upcoming student council events;
• Last dance of the year on May 13, 2022
• End of the Year Fun-Day on May 23, 2022
- 4.2 Principal's Report - Beverly Landers
4.2.b Graduation Update
Minutes:
Beverly Landers thanked Jennifer Robbins, Jennifer Duran, and Cecilia Harris for organizing the graduation.

4.2.d New Family Orientation and Family Night BBQ - May 11, 2022

Minutes:

Beverly Landers said new parents received an email invitation to the New Student Orientation and family BBQ. She said in the email they received the links to preregister, order PE uniforms, yearbooks, and sign-up for the REMIND app prior to May 11th. She said stations will be set up for parents to sign up for PLC, Summer Program, Live-Scan, and any assistance if needed.

4.2.e Report on Safety and Risk

Minutes:

Beverly Landers said on May 13, 2022, is the annual PUSD Charter Review.

4.2 Enrollment Update - Jennifer Robbins

Minutes:

Current enrollment:

6th grade: 32

7th grade: 52

8th grade: 52

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Lottery enrollment (2022-2023):

6th grade: 52 - 52 new spots filled (8 on Waitlist)

7th grade: 39 - 8 new spots filled, 13 spots remain open (0 on Waitlist)

8th grade: 52 - 2 spots filled (6 on Waitlist)

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4.3 PLC Report - Carrie Stratton

Minutes:

Beverly Landers gave the PLC report.

- PLC is hosting a Yard Sale fundraiser - Christy Voigt
- Teacher appreciation week is the first week in May - Shannon Kerr
- Family BBQ - May 11th
- May 13th dance in need of parent chaperones

4.4 Teacher Report - Yvette Kolstad

Minutes:

Yvette Kolstad said Sherry Hanney attended a staff meeting and shared insight on current students' behaviors.

She said she and Chris Palmer are looking forward to the upcoming 7th grade trip to Yosemite.

She said the 8th grade trip to San Francisco is short for parent driver volunteers.

She said staff asked what the next step in the process was after staff met with consultant Kathy Granger.

5.0 Consent Agenda

5.1 Approval of Minutes from March 22, 2022, and April 6, 2022 meetings

Minutes:

The motion was made by Jill Pruis and seconded by Kristina Clarkson to approve the minutes from March 22, 2022, and April 6, 2022 meetings as presented. Vote 4-0. One member absent. Motion carried unanimously.

- 5.2 Approval of the March 2022 Financial Reports, Payments to Vendors, and Donations prepared by Lisa Speegle, CBO
Minutes:
The motion was made by Jill Pruis and seconded by Kristina Clarkson to approve the March 2022 Financial Reports, Payments to Vendors, and Donations as presented. Vote 4-0. One member absent. Motion carried unanimously.
- 6.0 Discussion Items
- 6.1 Executive Director Evaluation Process
Minutes:
Beverly Landers said she uses feedback from evaluations which helps her to set goals.
- 6.2 Chronic Absenteeism Plan
Minutes:
Beverly Landers said she has attended a couple of trainings on chronic absenteeism on taking a more proactive approach.
- 6.3 Review Staff/Student Boundaries Policy to be Posted on Website
Minutes:
Beverly Landers said this policy is required to be posted on the school website.
- 6.4 NVCF Grant for Fire Counselor Services
Minutes:
Beverly Landers said she applied for a \$24,000 grant with NVCF; \$6,000 would be designated for the Fire Counselor and \$18,000 would be designated to cover Jen Garcia's fees.
- 7.0 Action Items
- 7.1 Approval of MOU between Paradise Charter Middle School and Paradise Recreation and Park District for ELO-P Summer Program
Minutes:
Scott Amick from Paradise Recreation and Park District spoke about the Summer Program offered to PCMS students.
The motion was made by Kristina Clarkson and seconded by Jill Pruis to approve the MOU between PCMS and PRPD as presented. Vote 4-0. One member absent. Motion carried unanimously.
- 7.2 Approve the Revised Payroll Schedule Effective February 1, 2022
- 7.3 Approve HSA Employee Contributions \$3,500 per Full-Time Employee/Health Benefit for Full-Time Employees at \$1,700 Annually
Minutes:
The motion was made by Jill Pruis and seconded by Kristina Clarkson to approve the Health Savings Account Employee Contributions of \$3,500 per Full-Time Employee/Health Benefit at \$1,700 Annually. Vote 4-0. One member absent. Motion carried unanimously.
- 7.4 Approve \$12,000 (approximately) New Construction Cost Difference
Minutes:

The motion was made by Kristina Clarkson and seconded by Mike Witten to approve approximately \$12,000 from the facility fund budget to cover additional construction costs. Vote 4-0. One member absent. Motion carried unanimously.

7.5 Data Services Contract and MOU with Butte County Office of Education
Minutes:

The motion was made by Kristina Clarkson and seconded by Jill Pruis to approve the data services contract and MOU with the Butte County Office of Education as presented. Vote 4-0. One member absent. Motion carried unanimously.

7.7 Board Authorization of Teaching Assignment: Chris Palmer 2022-2023
Minutes:

The motion was made by Jill Pruis and seconded by Kristina Clarkson to approve the authorization of teaching assignment for Chris Palmer for 2022-2023. Vote 4-0. One member absent. Motion carried unanimously.

The meeting was adjourned at 6:26 PM.

The Board went into closed session at 6:30 PM.

8.0 Closed Session

8.1 Personnel Issues (Government Code 54957)

7.1.a Discipline/Dismissal/Release/Resignation/Leave

8.2 Reconvene Open Session

Minutes:

The meeting reconvened in open session at 7:28 PM.

8.3 Action Taken in Closed Session

Minutes:

No action was taken in closed session.

9.0 Future Agenda Items

10.0 Adjournment: Next meeting May 17, 2022

Minutes:

The meeting adjourned at 7:29 PM.