

**PARADISE CHARTER MIDDLE SCHOOL**

***Minutes***

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

**6473 Clark Road**

**Paradise, California 95969**

**March 28, 2023**

**5:00 P.M**

- 1.0 Call to Order  
Minutes:  
The meeting was called to order at 5:00 pm.
- 1.1 Flag Salute  
Minutes:  
Christina Voigt led the Pledge of Allegiance.
- 1.2 Roll Call  
Minutes: Attendance  
Christina Voigt, Chair /8th Grade Parent Representative PRESENT  
Kristina Clarkson, Co-Chair /7th Grade Parent Representative ABSENT  
Mike Witten, Staff Representative/Treasurer PRESENT  
Christine Cooper /6th Grade Parent Representative PRESENT  
Shelby Boston, Community Representative PRESENT  
Beverly Landers, Executive Director PRESENT  
Jennifer Duran, Secretary to the Board ABSENT
- 2.0 Changes/Deletions to Current Meeting Agenda  
Minutes: None
- 3.0 Public Comments on Items Not on the Current Meeting Agenda  
Minutes: None
- 4.0 Reports and Presentations
- 4.1 Student Council Report - Chase Voigt  
Minutes: No report
- 4.2 PAC Report - Erica Freimuth or Jenn Brooks  
Minutes: Mrs. Landers gave the report.  
● 6th Grade “Give Back Day” and picnic on April 7, 2023  
● Teacher Appreciation Week - May 1-5, 2023  
● Graduation Committee  
● Looking into potential high school students as the DJ for school dances
- 4.3 Teacher Report - Amy Behlke  
Minutes:  
● 6th Grade went to Shady Creek  
● CAASPP Testing Week - May 8-12, 2023  
● Teachers unified
- 4.4 Enrollment Update  
Minutes:  
6th grade - 52  
7th grade - 39  
8th grade - 50  
Total: 141  
2023/24 Lottery and Enrollment Update:  
6th grade - 41 (0 on the waitlist)

7th grade - 52 (13 on the waitlist)

8th grade - 45 (0 on the waitlist)

Total: 138

4.5 Principal's Report - Beverly Landers

4.5.1 Lottery

Minutes:

- LCAP best year's goals need to focus on stability
- Staff working on setting goals for SEL for next year's LCAP goals
- Update on resource counselor, Karen Friese's replacement will be a BCOE employee. Expecting no additional cost, the grant will cover up to 2025-2026.
- Teacher pool legal/timeline
- Working on getting the next admin set up for success
- Relationship with Paradise Alliance Church regarding recent vandalism
- May 4th - New Family Orientation

5.0 Discussion Items

5.1 Service Agreement between BCOE and PCMS for the 2023-2024 school year. This agreement is for BCOE to provide Aeries data management services and to complete CASPADS submissions.

A. [BCOE Cover Letter](#)

B. [BCOE Data Services Agreement](#)

C. [BCOE Data Privacy MOU](#)

Minutes: Bev Landers said fees increased along with increased services.

5.2 [Calendar 2023/2024](#)

Minutes:

Staff expressed concerns about the staff development day scheduled in March and the May 24, 2024 weather makeup day may impact school attendance following the 8th-grade field trip.

5.3 Form 700 Reminder

Minutes: April 2023 due date for all board members.

5.4 Under Capital Investment: Possible new roof on Admin building

Minutes: Beverly Landers said Room F building's roof is in need to be replaced. A bid was received in the amount of \$6,720. She also said the student restroom floors need to be resurfaced and sealed. A bid was received in the amount of \$3,755 to resurface both restrooms. And one of the new courtyard awning poles installed is a safety concern. A bid was received to fix the pole installation in the amount of \$2,640. ELOP funds would cover these facility expenses.

She said the balance 21/22 ELO-P account is at \$12,960. These funds have to be used by the end of June 2023. The ELO-P for the 22/23 balance is 50,000.00. After June, 2023, ELO-P funds can not be used for facility maintenance.

Amy Behlke said the Gardening Elective class will be expanding.

5.5 [Halo Vape Sensors](#)

Minutes: Amy Behlke said vape sensors do not align with PCMS core values. Brian Faith said this would breed mistrust from our students.

6.0 Consent Agenda

6.1 Approval of Minutes from the [March 3, 2023](#), regular meeting

Minutes:

Motion made by Christine Cooper and seconded by Mike Witten to approve the March 3, 2023, regular meeting minutes as presented.

Vote 4-0. 1 Absent. motion passed.

6.2 Approval of Minutes from the [March 9, 2023](#), special meeting

Minutes:

Motion made by Shelby Boston and seconded by Christine Cooper to approve the March 9, 2023, regular meeting minutes as presented.

Vote 4-0. 1 Absent. motion passed.

6.3 Approval of the February 2023 Financial Reports prepared by Becca Carey, ARI

A: [Financial Overview](#)

B: [Balance Sheet](#)

C: [Year to Date Income Statement](#)

D: [Year to Date Cash Flow](#)

Minutes:

Bev Landers provided a copy of a memo prepared by Becca Carey, ARI.

Motion made by Shelby Boston and seconded by Mike Witten to approve the February 2023, financial reports as presented.

Vote 4-0. 1 Absent. motion passed.

7.0 Action Items

7.1 Approve Facility Repair Costs and Funding

A. [Roof Repair](#) (South Building)

B. Student Restroom [Floors Resurfaced](#)

C. Repair Awning Post

Minutes:

Motion made by Shelby Boston and seconded by Christine Cooper to approve the roof repair bid; \$6,720, student restroom floors resurfaced bid; \$3,755, and cost to repair the awning post; \$2,640.00.

Vote 4-0. 1 Absent. motion passed.

7.2 Accept the Independent [Audit Report](#) Prepared by Horton, McNulty & Saeteurn, LLP

Minutes:

Motion made by Shelby Boston and seconded by Christine Cooper to accept and approve the annual audit report prepared by Horton, McNulty & Saeteurn, LLP as presented.

Vote 4-0. 1 Absent. motion passed.

7.3 Accept Resignation from Board Member Kristina Clarkson

Minutes:

Motion made by Shelby Boston and seconded by Mike Witten to accept the resignation of Kristina Clarkson from her position as a board member.

Vote 4-0. 1 Absent. motion passed.

8.0 Future Agenda Items

Minutes: Beverly Landers

- Paradise Unified School District MOU
- Copier bids
- ELO-P summer plans
- Recommendation for 7th-grade representative

9.0 Adjournment: Next meeting is April 25, 2023, at 5:00 pm

Minutes: The meeting adjourned at 6:33 pm