

**PARADISE CHARTER MIDDLE SCHOOL
MEETING OF THE BOARD OF DIRECTORS
REGULAR MEETING AGENDA
6473 Clark Road
Paradise, California 95969
March 12, 2024
5:00 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 the 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 distributed to all, or a 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), 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.

1.0 Call to Order

Minutes: The meeting was called to order at 5:02pm

1.1	Flag Salute	
1.2	Roll Call	Attendance
	Denise Farrell, Chair / Staff Representative	Present
	Heinke Raymond / 8th Grade Parent Representative	Absent
	Sarah Kevwitch / 7th Grade Parent Representative	Present
	Shelly Bettencourt, /6th Grade Parent Representative	Present
	Christina Voigt, Community Representative	Present
	Chris Palmer, Principal/Superintendent - President	Present
	Jennifer Duran, Secretary to the Board	Present
	Jenna Springer, Chief Financial Officer	Present

2.0 Changes/Deletions to Current Meeting Agenda

Minutes: Nothing to report

3.0 Public Comments on Items not on the Current Meeting Agenda

Minutes: Melissa Crick made a comment complimenting the Board on their growth over the past couple of months.

4.0 Reports and Presentations

- 4.1 Student Council Report - Chris Palmer

Minutes: Chris Palmer reported on behalf of Brian Faith. The Student Council hosted another dance, "Under the Sea". The dance was well planned and executed. They are currently working on plans for upcoming spirit days. They have been also working on plans for another dance in May, and their annual fun day the last week of school. Brian wanted it mentioned that the Student Council is doing a great job providing great experiences, and support for students of PCMS.

4.2 PAC Report - Chris Palmer

Minutes: Chris Palmer reported on behalf of Jenn Brooks, PCMS will be participating for the very first time ever in the Gold Nugget Day Parade. The theme of the float will be "Willy Wonka the Golden Ticket". The "golden tickets" handed out will be invitations for an upcoming carwash fundraiser. Chris also mentioned that the PAC was looking into purchasing caps and gowns for the students to wear at Graduation. They would be returned at the end of the evening, to be reused for future Graduations.

4.3 Teacher Report - Yvette Kolstad

Minutes: Yvette Kolstad, the teachers are happy that the end of the year is coming on quickly, they are busy planning for end of the year field trips, and Graduation. The year has been a good one. She reported on behalf of Todd Lanam that the Boys Basketball season is coming to an end, that the boys have done really well, and it was a fun season to watch. There will be a student vs staff basketball game coming up. The 6th grade teachers reported that the field trip to Shady Creek was a huge success. The staff is happy to see an increase in parent participation this year. Staff Development day is coming up. The staff showed interest in the future to use Staff Development day to shadow other teachers from other districts.

4.4 Enrollment Update/ Lottery - Jennifer Duran

**6th 51 with 1 on the waitlist
7th 52 with 20 on the waitlist
8th 42**

Minutes: Enrollment is at 51 6th graders the student that had been on the 6th grade waitlist has declined their spot. 7th is 52 and 20 on the waitlist, and 8th grade is 42. Currently the lottery has 34 6th graders wanting to enroll for the 24-25 school year, 6 7th graders that will be added to the waitlist for next year, and 6 8th graders that will be added to the waitlist for next year barring any changes in our currently enrolled 6th and 7th grade classes returning next year.

4.5 Principal's Report - Chris Palmer

Minutes: Chris Palmer reported that so happy to see our staff continue to grow and hone their craft. Chris also reported that this year while working with CORE the school has been able to stop dipping into the savings. The projected deficit this school year was expected to be about \$55,000.00. On top of the nearly \$300,000.00 that had been spent from the savings accounts over the previous two years. He shared that with the help of CORE, the school is continuing to find ways to save money, or find money that will benefit the students at PCMS. Within a few months the school is projected to have a \$43,000.00 surplus. The MOU with CORE is helping decrease the need for previous separate contracts saving additional money. PCMS will continue their contract with Butte County Office of Education for data services with Aeries next year, moving forward CalPads services will no longer be needed, as PCMS will utilize CORE for this service. Again saving a cost of \$12,000.00 a year to the school. Chris had asked the staff at a recent staff meeting if they felt constraints with their abilities to purchase what they needed for their students. The overwhelming response from the staff is that they feel freer to purchase all they need to be successful. The reason is the cutting of spending that was being spent in the last couple of years on things that did not directly benefit the students themselves. March 13, the lottery will be held. Chris reported the annual Community Night was a huge success standing room only. Teachers

made individual calls to personally invite each family. Chris let the board know that the Shady Creek field trip was a huge success. That both Amy Behlke, and Taylor Hovey put in a tremendous amount of time planning and executing the trip successfully. Including a large number of interviews of a bunch of older students to be cabin leaders. The day before they held an assembly, speaking about avoiding drama, and games to play during down time, and things that they pack to make their trip a success. 8th graders still have their upcoming May trip to San Francisco, and the 7th graders will be attending a fun filled day at SunSplash in Roseville, also in May. Chris has been working hard to find all staff available to participate in the Boys Basketball students vs staff basketball game. Track and Field practices have started. Recently PCMS sent of Parent Surveys, and there has been a lot of good information that has come from them. Chris has shared the results with the staff at the recent staff meetings which has brought on thoughtful discussions.

5.0 Consent Agenda

- 5.1 Approval of Minutes: [January 30, 2024](#)
- 5.2 Approval of the Financial Reports prepared by Becca Carey with ARI
 - a. Financial Highlights [January 2024](#)
 - b. YTD Income Statement [January 2024](#)
 - c. Cash Flow [January 2024](#)
- 5.3 Approval of [Social Media Policy](#)
- 5.4 Data Services:
 - a. [Data Service Agreement for 2024-2025 with BCOE](#)
 - b. [Student Data Privacy Agreement 2024-2024](#)

Minutes: A motion was made to approve the Consent Agenda items 5.1-5.4 was made by Shelly Bettencourt, and seconded by Christy Voigt. The motion passed unanimously with one absent the vote was 4-0.

6.0 Discussion/Action Items

- 6.1 Budget: 2023-2024 Second Interim Report Approval
 - a. [2023-2024 Second Interim Budget SACS](#)
 - b. [2023-2024 Second Interim Multi Year Budget](#)

Minutes: A motion was made to approve the Budget: 2023-2024 Second Interim Report, 2023-2024 Second Interim Budget SACS, and 2023-2024 Second Interim Multi Year Budget by Sarah Kevwitch, and seconded by Christy Voigt. The motion passed unanimously with one absent the vote was 4-0.

- 6.2 Approval of the [Updated CORE Butte MOU agreement](#)

Minutes: A motion was made to approve the Updated CORE Butte MOU agreement with the correction made to page 6 section 16, removing Christy Voigts name and email, and adding Denise Farrell name and email to the agreement. The motion was made by Christy Voigt, and seconded by Shelly Bettencourt, the motion passed unanimously with one absent the vote was 4-0.

- 6.3 Future Leadership of PCMS - Long Term Role(s)

Minutes: A motion was made to approve an ad hoc subcommittee to be formed with Board Members Shelly Bettencourt and Denise Farrell. The motion was made by Christy Voigt and seconded by Sarah Kevwitch. The motion passed unanimously with one absent the vote was 4-0.

- 6.4 Approval of the [Admission Policy Student Policy 1 update](#)

Minutes: A motion was made to approve the Admission Policy Student Policy 1 update by Christy Voigt, and seconded by Sarah Kevwitch. The motion was passed unanimously with one absent the vote was 4-0.

- 6.5 [Stage II of El Dorado Application Process](#)

Minutes: This was a discussion item only. Chris Palmer let the board know that PCMS is continuing the Application process with El Dorado SELPA. Further

information on progress of the application will be shared at the May meeting.

6.6 Principal/Superintendent Evaluation Process

Minutes: An ad hoc subcommittee to be formed with Board Members Christy Voigt, and Sarah Kevitch and will present the format for the Principal/Superintendent Evaluation Process at the May Board Meeting.

6.7 New Board Member Recommendations for Community Representative

Minutes: With Christy Voigt's term ending at the end of June, a discussion was had to recommend someone in the community to fill her board position. This will be brought back for further discussion at the May Board Meeting.

7.0 Future Agenda Items

Minutes: A closed session will need to be added to the May, and June agendas for the purpose of the Principal/Superintendent Evaluation process. 6th grade and community representatives will be presented at the May meeting. Further discussion will take place about the future leadership of PCMS after the ad hoc committee reports.

8.0 Adjournment

Next meeting May 14, 2024 at 5:00pm

Minutes: The meeting was adjourned at 7:10pm, the next meeting will be held Tuesday May 14, 2024 at 5:00pm on PCMS campus.