

**PARADISE CHARTER MIDDLE SCHOOL
MEETING OF THE BOARD OF DIRECTORS
REGULAR MEETING AGENDA
MINUTES
6473 Clark Road
Paradise, California 95969
June 11, 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.

OPTIONAL: Please click the link below to join the webinar:

<https://corebutte-org.zoom.us/j/86199716804?pwd=Mtj66z5lgGQsoylgFXpe3l76BsKHJl.1>

Passcode: 519816

Or Telephone: US: +1 669 900 6833 | Webinar ID: 861 9971 6804 | Passcode: 519816

1.0 Call to Order Minutes: The meeting was called to order at 5:06pm

1.1 Flag Salute

1.2 Roll Call

Denise Farrell, Chair / Staff Representative

Heinke Raymond / 8th Grade Parent Representative

Sarah Kevwitch / 7th Grade Parent Representative

Shelly Bettencourt, /6th Grade Parent Representative

Christina Voigt, Community Representative

Chris Palmer, Principal/Superintendent - President

Jennifer Duran, Secretary to the Board

Jenna Springer, Chief Financial Officer

Attendance

Present

Absent

Absent

Present

Present

Present

Present

Present

2.0 Changes/Deletions to Current Meeting Agenda

Minutes: Item 7.9 was removed from the agenda as it was a duplicate of item 7.1

3.0 Public Comments on Items not on the Current Meeting Agenda

Minutes: Denise Farrell shared a positive email that she had received from a parent

expressing his appreciation for Chris Palmer as a Principal and the staff for supporting his student throughout the school year.

4.0 Reports and Presentations

4.1 Student Council Report - Chris Palmer

Minutes: Chris Palmer reported on behalf of Brian Faith, that Fun Day was a great success, despite one of the blow ups not showing up and one breaking early in the event. Brain also wanted it noted that next year that he will be stepping down as the ASB coordinator. In his place both Chloe Patton, and Taylor Hovey will lead the ASB next year.

4.2 PAC Report - Chris Palmer **Minutes:** Chris Palmer reported on behalf of Jenn Brooks, that the car wash held last much raised just over \$850.00 in the four hours they were at Paradise Stronger. Jenn Brooks has stepped down as the PAC Chair for next year, so they are continuing to look for new volunteers willing to take over that role. A planning meeting will be set some time in August before school starts to plan out the year's events.

4.3 Enrollment Update - Jennifer Duran **Minutes:** 6th grade has 41 students enrolled, 7th is full at 52 with 6 waiting on the waitlist, and 8th has 52 with 8 waiting on the waiting list.

4.4 Principal's Report - Chris Palmer **Minutes:** Chris Palmer reported Graduation was a great event. There is a new law in place for minimum days. PCMS will extend their school day on Fridays from 12:55 pm to 1:00pm to accommodate the new law. Chris has been meeting individually with each new incoming family/student to get to know them before creating a culture of working together of parents, students, and staff to help the students be successful in their time as PCMS. A staff retreat is scheduled for all full time staff the first week of August. Safety training will be coordinated with HomeTech Charter school before school starts. Chris will meet with each teacher the week before school starts to set personal goals for the year. New family orientation will be held on Thursday August 8. Chris took the time to thank both Christy Voigt, and Heinke Raymond for their time serving on the board.

5.0 Consent Agenda

5.1 Approval of Minutes: [May 14, 2024](#)

5.2 Approval of the Financial Reports prepared by Becca Carey with ARI

a. Financial Highlights [April](#)

b. YTD Income Statement [April](#)

c. Cash Flow [April](#)

5.3 Approval of the updated [Board Policy 11](#), [Uniform Complaint Procedure](#)

a. [Uniform Complaint Form](#)

5.4 Approval of the updated [Business Board Policy 1, Fiscal](#)

5.5 Approval of Board Policy, [Title IX Policy and Grievance Procedures for Sexual Harassment](#)

5.6 Approval of Student Board Policy, [Freedom of Speech and Expression](#)

5.7 Approval of the updated [2024-2025 School Safety Plan](#)

5.8 Approval of the updated [2024-2025 Parent Student Handbook](#)

5.9 Approval of the [Employee Handbook](#)

5.10 2024-2025 [CORE Butte Administrative Services Agreement](#) with Paradise Charter Middle School

Minutes: A motion was made by Shelly Bettencourt to approve the Consent Agenda items 5.1-5.10. It was seconded by Christy Voigt. The motion passed unanimously with a vote of 3-0 with 2 absent.

6.0 Public Hearing

6.1 [2024-2025 Education Protection Account \(EPA\) Appropriations Spending Proposal](#)

Minutes: The Public Hearing was opened at 5:22pm. Jenna Springer explained to the

Board what the purpose of the hearing was for. There were no public comments. Denise Farrell closed the Public Hearing at 5:24pm

7.0 Discussion / Action Items

7.1 Workplace Violence Prevention Plan

Minutes: Bernadine Janke reported that this is a new requirement by the state of California. She will be working with Chris Palmer to complete this new requirement. This item was discussion only.

7.2 Approval for [Teaching Assignment Outside Credential Area](#)

Minutes: A motion was made by Christy Voigt to approve the Teaching Assignment Outside Credential Area document. It was seconded by Shelly Bettencourt. The motion passed unanimously with a vote of 3-0 with 2 absent.

7.3 [Certificated Administrative Salary Scale](#)

Minutes: A motion was made by Shelly Bettencourt to approve the Certificated Administrative Salary Scale. It was seconded by Christy Voigt. The motion passed unanimously with a vote of 3-0 with 2 absent.

7.4 2024-2025 Original Budget Adoption

a. [2024-2025 Original Budget SACS](#)

b. [2024-2025 Original Budget Multi Year Budget](#)

Minutes: A motion was made by Christy Voigt to approve the 2024-2025 Original Budget Adoption, including 7.4a 2024-2025 Original Budget SACS and 7.4 b the 2024-2025 Original Budget Multi Year Budget. It was seconded by Shelly Bettencourt. The motion passed unanimously with a vote of 3-0 with 2 absent.

7.5 [2024-2025 Education Protection Account \(EPA\) Appropriations Resolution Adoption](#)

Minutes: A motion was made by Shelly Bettencourt to approve the 2024-2025 Education Protection Account (EPA) Appropriations Resolution Adoption. It was seconded by Christy Voigt. The motion passed unanimously with a vote of 3-0 with 2 absent.

7.6 Academic Update Verifiable Data

Minutes: Chris Palmer presented the current Academic Update Verifiable Data to the Board. This item was discussion only.

7.7 [Local Performance Indicators for the 2024-2025 School Dashboard](#)

Minutes: A motion was made by Christy Voigt to approve the Local Performance Indicators for the 2024-2025 School Dashboard document. It was seconded by Shelly Bettencourt. The motion passed unanimously with a vote of 3-0 with 2 absent.

7.8 [2024-2025 Local Control Accountability Plan \(LCAP\)](#), [Annual Update 2023-2024 LCAP](#), and [2024-2025 Budget Overview for Parents](#)

Minutes: A motion was made by Shelly Bettencourt to approve the 2024-2025 Local Control Accountability Plan (LCAP), the Annual Update 2023-2024 LCAP, and 2024-2025 Budget Overview for Parents. It was seconded by Christy Voigt. The motion passed unanimously with a vote of 3-0 with 2 absent.

~~7.9 Workplace Violence Prevention Plan~~

Minutes: This was removed from the Agenda as it was a duplicate of item 7.1

8.0 Closed Session

8.1 Public Employment Performance Evaluation: Title Principal/Superintendent

Minutes: Denise Farrell called for a closed session at 6:08pm

9.0 Reconvene Open Session:

9.1 Report action taken in closed session

Minutes: Denise Farrell opened the meeting back to an open session at 6:39pm.

Denise Farrell reported that during the closed session that Chris Palmer received a

Competent/ Satisfactory Administrative Performance Review. The board also awarded Chris Palmer with a \$8000.00 one time bonus. They also approved a pay increase to the 2nd step of the Certificated Administrative Salary Scale approved by the board June 11, 2024 for the school year starting 2024-2025.

10.0 Future Agenda Items

Minutes: Board Meeting Schedule for the 2024-2025 school year.

11.0 Adjournment

Next meeting TBD

Minutes: The Board decided they will be holding their next meeting August 20, 2024 at PCMS at 5:00pm. The meeting was adjourned at 6:42pm