

**PARADISE CHARTER MIDDLE SCHOOL
MEETING OF THE BOARD OF DIRECTORS
REGULAR MEETING MINUTES
6473 Clark Road
Paradise, California 95969
June 12, 2025
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

Denise Farrell, Chair / Staff Representative

Sarah Kevwitch / 8th Grade Parent Representative

Shelly Bettencourt / 7th Grade Parent Representative/ Co-Chair

Holly Fisher ~~Vacant~~ /6th Grade Parent Representative

Robert Robertson, Community Representative

Chris Palmer, Principal/Superintendent - President

Jennifer Duran, Secretary to the Board

Jenna Springer, Chief Financial Officer

Attendance

Present

Absent

Present

Present

Present

Present

Present

Present

2.0 Changes/Deletions to Current Meeting Agenda

Minutes: Nothing to note

3.0 Public Comments on Items not on the Current Meeting Agenda

Minutes: Nothing to note

4.0 Reports and Presentations

4.1 Student Council Report -

Minutes: Chris Palmer presented on behalf of Chloe Patton and the Student Council. He reported that the end-of-year Fun Day, hosted by the Student Council, was a great success. Looking ahead to next year, Chloe Patton will serve as the sole leader of the Student

Council, as Taylor Hovey will be stepping down from her co-leader role.

4.2 PAC Report -

Minutes: Chris Palmer reported on behalf of the PAC. There is a meeting scheduled in July with the current sitting PAC Chair Cristina Husa, and the PAC Secretary Jenn Brooks to meet with Travis to discuss next years plans.

4.3 Teacher Report -

Minutes: Chris Palmer reported on behalf of the teachers. He shared that the staff are enjoying their summer break and are looking forward to another great year with Travis stepping into his new role as Principal/Superintendent. The teachers are also excited to welcome Ruby Patchell, the new EAL teacher, to the team.

4.4 Enrollment Update - Jennifer Duran

Minutes: Jennier Duran gave the Enrollment update for the 2025-2026 school year. Currently there are 52 6th grade students with 6 on our waiting list. 52 7th grade students with no waitlist, and 52 8th grade students with 6 students on the waitlist.

4.5 Principal's Report - Chris Palmer

Minutes: Chris Palmer reported that the graduation ceremony was a very special event, with one of the largest turnouts the school has seen in many years. He expressed his gratitude to the Board for their hard work over the past year and shared his appreciation for the opportunity to work with them. He gave special recognition to Sarah Kewwirsch and Denise Farrell for their many years of dedicated service to the school and the community.

5.0 Consent Agenda

5.1 Approval of Minutes: [May 20, 2025](#)

5.2 Approval of:

a. Check Register: March 1, 2025 - June 6, 2025

b. Principal/Superintendent Reimbursement:

i. [May 21, 2025](#)

5.3 [2025-2026 Paradise Stronger MOU for ELOP](#)

5.4 Acceptance of [Board Resignation](#)

5.5 Approval of change in [Bank Signatories](#)

5.6 Policy and Handbook Updates

a. Approval of Employee Handbook

b. Approval of [Student Board Policy, Admissions and Enrollment Policy](#)

c. Approval of Student Board Policy, Attendance Policy

d. Approval of Student Board Policy, Suicide Prevention Policy

i. [Suicide Prevention Policy](#)

ii. [Suicide Prevention Administrative Regulation](#)

e. Approval of the updated [2025-2026 Parent Student Handbook](#)

f. Approval of the updated [2025-2026 School Safety Plan](#)

5.7 Approval of Consolidated Application CARS - [Spring Release 25-26](#)

5.8 Approval of [Charter Safe Proposal](#), [Insurance Comparison](#)

5.9 Approval of [Declaration of Need](#)

Minutes: It was determined that items 5.3, 5.6c, and 5.9 needed to be pulled from consent for further discussion. A motion to approve the consent agenda items, 5.1-5.2, 5.4-5.8 with the exception of 5.6c was made by Denise Farrell. The motion was seconded by Shelly Bettencourt. The motion passed unanimously with a vote of 4-0 with one absent. After a short discussion a motion to approve item 5.3 2025-2026 Paradise Stronger MOU for ELOP was made by Shelly Bettencourt. The motion was seconded by Holly Fisher. The

motion passed unanimously with a vote of 4-0 with one absent.

After short discussion a motion to approve item 5.6c Student Board Policy, Attendance Policy, with the following changes. The Board has requested for the replacement of all of the lines that state Executive Director, to be replaced with Principal/Superintendent to align with the current Charter and By-Laws. They have also requested for the suggested addition on page one section 3 under Excused Absences to be removed. Keeping the original wording in place. The last change to be made is to the School Attendance Review Team Process. The line will read “The School Attendance Review Team (“SART”) panel will be composed of the Principal/Superintendent and other designated school staff, who may include teachers and support staff.” This motion was made by Shelly Bettencourt. The motion was seconded by Holly Fisher. The motion passed unanimously with a vote of 4-0 with one absent.

After a short discussion a motion was made for the approval of item 5.9 Declaration of Need by Shelly Bettencourt. The motion was seconded by Denise Farrell. The motion passed unanimously with a vote of 4-0 with one absent.

6.0 Discussion/Action Items

6.1 2025-2026 Original Budget Adoption

- a. [2025-2026 Original Budget SACS](#)
- b. [2025-2026 Original Budget Multi Year Budget](#)

Minutes: Jenna Springer presented the 2025-2026 Budget. A motion was made to approve the 2025-2026 Original Budget SACS, and the 2025-2026 Original budget Multi year Budget, by Denise Farell. The motion was seconded by Shelly Bettencourt. The motion passed unanimously with a vote of 4-0 with one absent.

6.2 [2025-2026 Education Protection Account \(EPA\) Appropriations Resolution Adoption](#)

Minutes: A motion to approve the 2025-2026 Education Protection Account (EPA) Appropriations Resolution Adoption was by Denise Farell. The motion was seconded by Shelly Bettencourt. The motion passed unanimously with a vote of 4-0 with one absent.

6.3 Academic Update Verifiable Data

Minutes: Discussion only.

6.4 [Local Performance Indicators for the 2025-2026 School Dashboard](#)

Minutes: A motion was made to approve the Local Performance Indicators for the 2025-2026 School Dashboard by Denise Farrell. The motion was seconded by Robert Robertson. The motion passed unanimously with a vote of 4-0 with one absent.

6.5 2025-2026 Local Control Accountability Plan (LCAP)

- a. [Annual Update 2024-2025 LCAP](#)
- b. [2025-2026 Budget Overview for Parents](#)

Minutes: The 2025-2026 Local Control Accountability Plan (LCAP) was presented by Chris Palmer. A motion was made to approve the 2025-2026 Local Control Accountability Plan (LCAP) by Shelly Bettencourt. The motion was seconded by Holly Fisher. The motion was approved unanimously with a vote of 4-0 with one absent.

6.6 Board Communication Protocol

Minutes: Discussion only.

6.7 Form 700: Conflict of Interest Disclosure for Exiting Board Members

Minutes: Discussion only. Both exiting Board Members have completed their exit 700 Form.

7.0 Future Agenda Items

Minutes: New Board Member recommendations, and Board Meeting Dates.

8.0 Adjournment: Next meeting

**Minutes: The next meeting will be held at 5:00 pm on Thursday August 21, 2025 at PCMS.
The meeting adjourned at 6:47pm.**