

**PARADISE CHARTER MIDDLE SCHOOL
MEETING OF THE BOARD OF DIRECTORS
REGULAR MEETING Minutes
6473 Clark Road
Paradise, California 95969
December 9, 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
- 1.1 Flag Salute
- 1.2 Roll Call
- | | |
|--|-------------------|
| Shelly Bettencourt, 8th Grade Parent Representative | Attendance |
| Holly Fisher, 7th Grade Parent Representative | Present |
| 6th Grade Parent Representative (Jami Roadman) | Present |
| Robert Robertson, Community Representative | Present |
| Staff Representative | |
| Travis Prendergast, Principal/Superintendent - President | Present |
| Jennifer Duran, Secretary to the Board | Present |
- 2.0 New Board Member Oath of Office
- Minutes: Jami Roadmand was welcomed as the 6th Grade Parent Representative for the term on December 10, 2025 - June 30, 2028**
- Changes/Deletions to Current Meeting Agenda
- Minutes: Nothing to report.**
- 2.1 Approval of the Agenda
- Minutes: A motion to approve the agenda as written was made by Shelly Bettencourt. The motion was seconded by Holly Fisher. The motion passed unanimously**

with a vote of 4-0.

3.0 Public Comments on Items not on the Current Meeting Agenda
Minutes: Nothing to report.

4.0 Reports and Presentations

4.1 Student Council Report -

Minutes: Travis Prendergast reported on behalf of the Student Council. He reported that the student council has their first dance of the school year set for Friday December 12th.

4.2 PAC Report -

Minutes: Travis Prendergast reported on behalf of the PAC, noting that the group has held two fundraisers so far this year to support school field trips. The first fundraiser, the annual Jog-a-thon, raised a total of \$8,852, with 6th graders contributing \$5,373 for their Shady Creek trip, 7th graders contributing \$1,660 for their Sun Splash trip, and 8th graders contributing \$1,819 for their San Francisco trip. The second fundraiser was a dine-out event at Mt. Mike's Pizza in Paradise, where student volunteers promoted the fundraiser outside the restaurant, raising \$40 in a donation jar and \$303 through sales proceeds that evening. The PAC plans to hold another fundraiser in February with Nothing Bundt Cakes in Chico, with additional details to be shared closer to the event.

4.3 Teacher Report -

Minutes: Amy Behlke reported on behalf of the teachers, beginning with a professional development session held at the previous week's staff meeting. Philip James from the Butte County Office of Education led the session, focusing on Restorative Practices and community strengthening within the classroom. Amy noted that the session was well received and that some teachers have already begun implementing the practices. She then addressed staffing concerns, informing the Board that Raina McConnell, the current 6th grade Math and Science teacher, will not be returning next school year as she has completed her credentialing and is moving out of the area. Amy also reported that Hunter Casperson, the long-term 7th and 8th grade substitute, has been a great addition but will not be returning for the 2026–2027 school year. The Board was reminded that Brian Faith will be retiring from his role as the 7th and 8th grade History teacher at the end of this school year. Lastly, Amy shared that the 6th grade class is looking forward to their week-long science camp field trip in March, though she expressed concern about rising costs and the possibility of exploring alternative field trips in the future.

4.4 Enrollment Update - Jennifer Duran

Minutes: Jennifer Duran reported that there are currently 52 6th graders, 43 7th graders, and 47 8th graders.

4.5 Principal's Report - Travis Prendergast

Minutes: Travis Prendergast reported on recent student activities and school updates. He began by highlighting two field trips: the 8th grade participated in community service projects through the Love Paradise Foundation, giving back to the Paradise community, and the school attended the annual Career Expo at Paradise High School, where students engaged in hands-on experiences with over 50 local businesses and trades. Staff nominated three students, one from each grade level, to participate in

the annual Shop with a Cop event. Travis noted that he has completed his first semester classroom observations and has met with nearly every teacher to review them. He shared that the 2026–2027 school lottery sign-ups will open on January 6, 2026, with the lottery scheduled for March 10, 2026. CORE Butte recommended a local video production company to create a promotional video for PCMS, which will be available in early spring to support enrollment for the 2026–2027 school year. Over Thanksgiving break, PG&E volunteers returned to assist with community service projects, reinforcing the nine square, clearing gutters and roofs, and helping with vegetation management behind the classrooms. During a property assessment, it was noted that the fence line behind the classrooms has been severely damaged by fallen trees; Travis will contact local fencing companies for repair estimates to present to the Board in January. He also reminded the Board that the first semester awards ceremony will be held on January 15, honoring students with a 3.5 GPA or higher and those with perfect attendance. Finally, he reported that staff were engaged in the recent professional development meeting and that he plans to have Philip James return for further in-depth sessions.

5.0 Consent Agenda

5.1 Approval of Minutes: September 16, 2025

5.2 Approval of:

- a. The Check Register: [September 2025, October 2025, November 2025](#)
- b. Principal/Superintendent Reimbursements
 - i. [Travel Expenses CSDC Conference 11/13/25](#)
- c. Contracts:
 - i. Approval of the [Service Agreement with Language People Inc](#)
 - ii. Approval of the [Counseling Contract with Kathryn Phillippe](#)
 - iii. Approval of the [Service Agreement with Mark Thau Photography for 2026-2027 school year](#)

5.3 [2025-2026 PCMS Parent-Student Handbook Update: Automated External Defibrillator \(AED\)](#)

[2024-25 Educator Effectiveness \(EEF\) Report](#)

5.4 [2024-2025 Expanded Learning Opportunities Program \(ELO-P\) Third-Party Off-Site Provider Survey](#)

5.5 [Approval of Surplus Property - Donation of Old Computers](#)

Minutes: A motion was made to approve the Consent Agenda items 5.1-5.5 by Holly Fisher. The motion was seconded by Shelly Bettencourt. The motion passed unanimously with a vote of 4-0.

6.0 Discussion/Action Items

6.1 Redesignation of Chief Financial Officer Role

Minutes: A motion was made to redesignate Shelly Bettencourt as the Chief Financial Officer by Robert Robertson. The motion was seconded by Holly Fisher. The motion passed unanimously with a vote of 4-0.

6.2 2025-2026 First Interim Budget Approval

- a. [2025-2026 First Interim Budget SACS](#)
- b. [2025-2026 First Interim Multi Year Budget and Cash Flow](#)

Minutes: Jenna Springer presented the 2025-2026 First Interim Budget. A motion was made to approve the 2025-2026 First Interim Budget SACS, and the 2025-2026 First Interim Multi year Budget and cash flow, by Robert Roberson. The motion was seconded by Jami Roadman. The motion passed unanimously with a vote of 4-0.

6.3 [2024-2025 Audit Report, Presentation and Approval](#)

Minutes: Jenna Springer presented the 2024-2025 Audit Report and Presentation to the Board. Noting that there were zero findings by the Auditor. A motion to approve the 2024-2025 Audit Report, and Presentation was made by Shelly Bettencourt. The motion was seconded by Robert Robertson. The motion passed unanimously with a vote of 4-0.

6.4 [Classified Salary Schedule Proposal](#)

Minutes: A motion was made to approve the Classified Salary Schedule as proposed, by Shelly Bettencourt. The motion was seconded by Holly Fisher. The motion passed unanimously with a vote of 4-0.

6.5 [Approval of the Teacher Assignment Monitoring Outcomes](#)

Minutes: A motion was made to approve the Teacher Assignment Monitoring Outcomes by Robert Robertson. The motion was seconded by Holly Fisher. The motion passed unanimously with a vote of 4-0.

6.6 [Approval to Hire Hunter Casperson Under a Provisional Internship Permit \(PIP\)](#)

Minutes: A motion was made to approve the hiring of Hunter Casperson under a Provisional Internship Permit for the remainder of the 2025-2026 school year as the 7th and 8th grade ELA teacher was made by Robert Robertson. The motion was seconded by Shelly Bettencourt. The motion was passed unanimously with a vote of 4-0.

6.7 California School Dashboard

Minutes: A short presentation was made by Travis Prendergast showing where the school is currently sitting on the California Department of Education Dashboard. He noted a lot of positive changes from the previous year's dashboard.

6.8 [2025 Placement Tests: Mathematics Results](#)

Minutes: A motion was made to approve the 2025 Placement Tests: Mathematics Results by Robert Robertson. The motion was seconded by Holly Fisher. The motion passed unanimously with a vote of 4-0.

7.0 Future Agenda Items

Minutes: The Board would like to have a recommendation for the vacant Board Member seat at the January 20, 2026 meeting.

8.0 Adjournment: Next meeting January 20, 2026

Minutes: The meeting adjourned at 6:29pm. The next meeting will be held on January 20, 2026.