

*Minutes*

**PARADISE CHARTER MIDDLE SCHOOL  
BOARD OF TRUSTEES  
6473 Clark Road  
Paradise, California  
March 24, 2020  
6:30 P.M.**

**I.**

**A. CALL TO ORDER I-A**

**Minutes:**

The meeting was called to order by the Board Chair Jennifer Duran at 6:33 P.M.

**B. ROLL CALL I-B**

**Minutes:**

All five members were present.

Jennifer Duran  
Denise Farrell  
Trevor Davis  
Brad Jacobson  
Jill Pruis

**C. FLAG SALUTE I-C**

**Minutes:**

The Pledge of Allegiance was led by the Board Chair Jennifer Duran.

**II. COMMUNICATIONS**

**A. Comments from the public II-A**

**Minutes:**

No comments

**B. Comments from the Board II-B**

**Minutes:**

No comments

**C. For Information: Superintendent's Report**

**1. Update on COVID-19 impact II-C.1**

**Minutes:**

Staff held a meeting via remotely and discussed school timeline, students and Google Classroom participation.

2. **Governor's Executive Order to Schools** **II-C.2**  
**Minutes:**  
Chris Reid said per conference calls with the county superintendent and state superintendent consisted of the four following items:  
A. Free access to student distance learning  
B. Free meals  
C. Childcare offered to essential workers  
D. Pay state employees
3. **Distant Learning Plans** **II-C.3**  
**Minutes:**  
Chris Reid said the staff is adjusting to teaching online and learning as they go. Teachers are able to track when students log onto Google Classroom. Amy Behlke and Yvette Kolstad had checked each student's needs for chromebooks prior to and prepared for the lockdown.
4. **Meals** **II-C.4**  
**Minutes:**  
Chris Reid said Paradise Unified School District provides free meal bags (breakfast and lunch) from multiple times and locations for any child 18 years old and younger.
5. **Enrollment numbers for 2020-2021** **II-C.5**  
**Minutes:**  
Chris Reid said a lottery was not deemed necessary. Not all families have responded to the Return Survey. Current estimated enrollment:  
6th: 39  
7th: 44  
8th: 30
6. **Leadership Transition** **II-C.5**  
**Minutes:**  
Chris Reid said due to the unexpected quarantine Denise Farrell was not able to meet with staff. Denise Farrell and Trevor Davis will prepare a draft for a job description package and include a vision statement. The staff requested to continue to move forward and have a job shadow in place beginning next school year.
7. **Consideration of approaching potential board member candidates** **II-C.5**  
**Minutes:**  
Chris Reid said we will need a 6th grade representative. New parent rep would be invited to the June PLC meeting and is sworn in August.
8. **Charter renewal submission** **II-C.5**  
**Minutes:**  
Chris Reid said the PUSD never took action to approve PCMS charter renewal and are past their deadlines required by law. The charter petition was submitted in November 2019. He said it was recommended to submit a renewal form provided by the California Department of Education to the PUSD Superintendent Tom Taylor stating PCMS students' test scores at or above other schools compared in our area to finalize the charter renewal approval process.

9. **Report on Safety and Risk Management**

**II-C.5**

**Minutes:**

Form 700 required annually by April 1.

Chris Reid said before students return back to school the campus would be thoroughly cleaned. Trevor Davis suggested using a professional company to ensure parents and students the school is completely sanitized.

**III. CONSENT AGENDA ITEMS**

**A. Minutes of the Regular Meeting of February 25, 2020**

**III-A**

**B. February Financials:**

**III-B**

**Report prepared by CBO Lisa Speegle.**

**Minutes:**

Motion made by Trevor Davis, seconded by Denise Farrell to approve the consent agenda as presented. With a 5-0 vote, motion passed.

**IV. ITEMS SCHEDULED FOR ACTION**

**A. Board resolution to authorize board chair and superintendent to take action in response to the Novel Coronavirus COVID-19**

**IV-A**

**Minutes:**

Motion made by Trevor Davis, seconded by Jill Pruis to approve the Resolution as presented. With a 5-0 vote motion passed.

**B. Adjust salary schedule as needed to conform to California minimum wage laws**

**IV-B**

**Minutes:**

Chris Reid said because the minimum wage laws impact what our first year teachers should be making, he said an adjustment to the salary schedule is required all the way up the line. He said it is complex and impacts non-exempt employees. He and CBO Lisa Speegle plan to work on the salary schedule and prepare to bring to the next meeting. No action was taken.

**C. Hourly staff pay through COVID-19 pandemic**

**IV-D**

**Minutes:**

Chris Reid said per the California Governor's Executive Order, and per past practice during the November 8, 2018 Camp Fire recommends PCMS continue to pay support staff during the pandemic.

Motion made by Denise Farrell, seconded by Jill Pruis to pay support staff (Kiara Diamond, Sandy Miller, Connor Cline, Summer Baker, and Jennifer Robbins) their regular hours accordingly during the COVID-19 pandemic. With a 5-0 vote motion passed.

**ADJOURNMENT**

**Minutes:**

The meeting was adjourned by Board Chair Jennifer Duran at 7:03 P.M.

Next Meeting Date: April 28, 2020.