

PARADISE CHARTER MIDDLE SCHOOL

Minutes

MEETING OF THE BOARD OF DIRECTORS

REGULAR MEETING

6473 Clark Road

Paradise, California 95969

April 25, 2023

5:00 P.M.

1.0 Call to Order

Minutes:

The meeting was called to order at 5:00 pm.

1.1 Flag Salute

Minutes:

Christina Voigt led the Pledge of Allegiance.

1.2 Roll Call

Minutes: Attendance

Christina Voigt, Chair /8th Grade Parent Representative	PRESENT
Co-Chair /7th Grade Parent Representative	VACANT
Mike Witten, Staff Representative/Treasurer	PRESENT
Christine Cooper /6th Grade Parent Representative	PRESENT
Shelby Boston, Community Representative	PRESENT
Beverly Landers, Executive Director	PRESENT
Jennifer Duran, Secretary to the Board	ABSENT

2.0 Changes/Deletions to Current Meeting Agenda

Minutes: Christina Voigt requested to move Item 7.4 to the next meeting in closed session.

Beverly Landers requested to table Item 5.6 until she receives further information.

3.0 Public Comments on Items Not on the Current Meeting Agenda

Minutes: None

4.0 Reports and Presentations

4.1 Student Council Report - Chase Voigt

Minutes: Chase Voigt was absent. Mrs. Landers gave the report -

- Last dance of the year will be held on May 19, 2023 at the Paradise Elk's Lodge. The Elks is giving the student council a 50% discount. Student council would like the dance to change the hours to 8:00-10:00 pm. No outside guests. Theme "Beach Formal"
- Student council will present new ideas at the staff meeting regarding the 'Fun Day'
- Student council is donating \$500.00 to Paradise Alliance Church
- Snack Shack is doing very well

4.2 PAC Report - Erica Freimuth or Jenn Brooks

Minutes: Bev Landers gave the PAC report-

- Teacher Appreciation Week is planned and well-organized
- Six 7th graders will be ask to serve cake at the graduation reception

- Office will make a flyer for donations for PAC
- 6 chaperones will be required for student dances or dance will be cancelled
- PAC will contribute \$150 toward snacks and beverages for the dances

4.3 Teacher Report - Chloe Patton

Minutes:

- 6th Grade Community Service Day went well
- State testing begins May 8-12, 2023, beginning at 8:45-10:45 am. Make-up testing on May 15-16, 2023, 1:15-3:15 pm
- 7th Grade Sun Splash trip on May 24, 2023. In need of parent volunteer drivers.
- 8th Grade trip to San Francisco on May 25, 2023. Also in need of parent volunteer drivers.
- Staff feeling hopeful for next year
Christina Voigt asked how the need for parent volunteer drivers is communicated to parents.
Chris Palmer said teachers send out flyers, emails, and Remind texts requesting drivers.

4.4 Enrollment Update

6th Grade: 52
7th Grade: 40
8th Grade: 50

Openings for 2023/2024

6th Grade: 7 (0 on waitlist - 45 class size)
7th Grade: 0 (13 on waitlist - 52 class size)
8th Grade: 7 (5 from lottery - 45 class size)
Minutes: Jennifer Robbins gave the updated report

4.5 Principal's Report - Beverly Landers

4.5.1 New Family Orientation and Family BBQ - May 4, 2023

Minutes: Orientation for new families begin at 5:00 pm. Current families arrive at 5:30 pm for a BBQ. Games and activities along with Shuberts ice cream.

4.5.2 Facility Update

Minutes: Gavin Chilton over spring break coordinated roof repairs for Room F and staff room and the boys and girls restroom floors resurfaced. The pillars in the courtyard are scheduled for repair, and a concrete slab will be poured for the new greenhouse. Mr. Chilton will be installing the 9 Square this week.

4.5.3 Office Manager Jennifer Duran

Minutes: Jennifer Duran returns back to work on May 9, 2023

4.5.4 State Testing - May 8-12, 2023

4.5.5 7th Grade Trip to Sunsplash, Redding, CA on May 24, 2023

4.5.6 8th Grade Trip to San Francisco, CA on May 25, 2023

4.5.7 Elks Award and Committee

Minutes: Elks Student of the Year award will be given at the 8th grade graduation.

5.0 Discussion Items

5.1 ELO-P Summer Plans

Minutes: Mrs. Landers said 9 days are currently scheduled at Paradise Stronger

- Gym. Effective July 1, 2023, the ELO-P will be under an audit. Mrs. Landers will assist Chris Palmer in scheduling the required thirty 9-hour days with the addition to offer an After School Program to students.
- 5.2 Copier Lease Proposals from [Global Office Solutions](#) and [UBEO Business Services](#)
Minutes: Mr. Billy Hansen offered to answer questions or concerns regarding the Global Office Solutions contract proposal.
- 5.3 Bid Proposals for New Roofs for Buildings C and D, Student Restrooms, and Storage Shed:
Bid #1 [Matthew's Roofing](#)
Bid #2 [C&C Roofing](#)
Minutes: Mrs. Landers said rooms C and D have been leaking. Funding would come from the facility account.
Mike Witten asked about the lease agreement covering building repair expenses.
Mrs. Landers said she would followup on the lease agreement language.
- 5.4 Incoming Board Members 2023/2024
Minutes: Moved to the next meeting in closed session
- 5.5 Proposed Pay Scale for Classified Staff
Minutes: Mrs. Landers said no changes have been made to the classified salary schedule since 2021 with the exception of the Office Manager salary increase. Mrs. Landers propose increases for a competitive salary.
- 5.6 Paradise Unified School District MOU
Minutes: Moved to the next meeting until further information is gathered.
- 6.0 Consent Agenda
- 6.1 Approval of Minutes from the [March 28, 2023](#) regular meeting
Minutes:
Motion made by Christine Cooper and seconded by Mike Witten to approve the March 28, 2023, regular meeting minutes as presented.
Vote 4-0. 1 Vacancy. motion passed.
- 6.2 Approval of Minutes from the [April 18, 2023](#), special meeting
Minutes:
Motion made by Shelby Boston and seconded by Christine Cooper to approve the April 18, 2023, special meeting minutes as presented.
Vote 4-0. 1 Vacancy. motion passed.
- 6.3 Approval of the March 2023 Financial Reports prepared by Becca Carey, ARI
A: [Financial Overview](#)
B: [Balance Sheet](#)
C: Year to Date [Income Statement](#)
D: Year to Date [Cash Flow](#)
Minutes:
Motion made by Shelby Boston and seconded by Christine Cooper to approve the March 2023 financial reports as presented.
Vote 4-0. 1 Vacancy. motion passed.
- 7.0 Action Items
- 7.1 [Calendar 2023/2024](#)
Minutes:
Motion made by Christine Cooper and seconded by Mike Witten to approve the 2023-2024 calendar as presented.
Vote 4-0. 1 Vacancy. motion passed.

- 7.2 Service Agreement between BCOE and PCMS for the 2023-2024 school year. This agreement is for BCOE to provide Aeries data management services and to complete CASPADS submissions.
- A. [BCOE Cover Letter](#)
 - B. [BCOE Data Services Agreement](#)
 - C. [BCOE Data Privacy MOU](#)
- Minutes:
Motion made by Shelby Boston and seconded by Christine Cooper to approve the BCOE Data Services Agreement and MOU as presented.
Vote 4-0. 1 Vacancy. motion passed.
- 7.3 Approval of [Lease Agreement Deposit](#) Between Paradise Alliance Church and Paradise Charter Middle School
- Minutes:
Motion made by Shelby Boston and seconded by Christine Cooper to approve the Lease Agreement Deposit as presented.
Vote 4-0. 1 Vacancy. motion passed.
- 7.4 Approval of Proposed Superintendent/Administration Employee Contract
- Minutes:
Item moved to the next meeting in closed session.
- 8.0 Future Agenda Items
- 8.1 Public Hearing for the LCAP at the May 16, 2023 board meeting, board approval at the May 30, 2023 board meeting.
- Minutes: Items for the next meeting -
- Under discussion possible action: Roofing proposals and Lease Agreement between PAC regarding building repair costs
 - Under discussion possible action: Copy Machine Lease
 - Closed session to discuss item 7.4 superintendent/administration employee contract
 - Closed session to discuss item 5.4 Incoming Board Member recommendations
- 9.0 Adjournment: Next meeting is May 16, 2023, at 5:00 pm
- Minutes:
Meeting adjourned at 5:48 pm.