

**PARADISE CHARTER MIDDLE SCHOOL  
MEETING OF THE BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
MINUTES  
6473 Clark Road  
Paradise, California 95969  
August 20, 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.

**1.0 Call to Order Minutes: The meeting was called to order at 5:10pm**

1.1 Flag Salute

1.2 Roll Call

Denise Farrell, Staff Representative

Sarah Kevwitch, 8th Grade Parent Representative

Shelly Bettencourt / 7th Grade Parent Representative

Open, /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

**Absent**

**Present**

**Present**

**Vacant**

**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 Teacher Report - Amy Behlke

**Minutes: Amy Behlke reported on behalf of the teachers that the start of the school year has been very successful. They feel very strongly about Chris Palmer's leadership over the staff, the connections and relationships he builds with the students and family have**

contributed to the successful start of the school year. The full time staff attended a 3 day retreat the week before school started. It was a great way for the staff to spend time bonding with each other and reconnecting after summer break. It was filled with great professional development led by Chris Palmer. The meetings were very meaningful and challenging for all. This year the 7th and 8th graders will start their normal electives after the first two weeks of school. During the first two weeks the students will be working with their first period teacher during elective hour on setting goals and reflection of their time at PCMS in years past. Volleyball and Cross Country have started. Taylor Hovey will be the full time SELPA teacher this year. She attended a 2 day conference to help guide her through this first year at PCMS being in this role. The staff have met all of the new staff members including a new Speech Therapist, and on Site Counselor, and a new Psychologist that will be adding in our IEP and 504 student plans. They all agree that they will be a great addition to the school. Brian Faith will step down from leading the Student Council this year. Chloe Patton, and Taylor Hovey will tag team this role. Amy Behlke also has a new role this year Instructional Coach along with her role as the 6th grade History and English teacher. Fridays and the last two periods in the day she will be pushing into classrooms to offer support and coaching to help the other teachers be successful.

4.2 Enrollment Update - Jennifer Duran

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

4.3 Principal's Report - Chris Palmer

**Minutes:** Chris Palmer reported about the retreat and the goals that he set for each teacher for classroom management. Each full time staff member created a mission statement for their classroom for the year. The mission statement centered around three main ideas; procedures and expectations; relationship and culture; and engaging and meaningful lessons. Students will be presented with a google form at the end of both semesters to give their opinions on how the teachers are meeting their mission statements in their classrooms. This will provide honest feedback on how their classroom is running and give insight to Chris Palmer and Amy Behlke to provide individualized support for each classroom to be successful. Some little things have been observed in the first week of school, the bathrooms are being kept clean by the students, trash is being picked up regularly by students, a sense of pride is there amongst the students. The students are following the rules about cell phones. Attendance has been high so far. Several parents have reached out to him about the positive start to the school year. Back to School Night will be held Thursday August the 29th. There will be a whole school assembly next week to discuss tobacco use. A new tradition will start next week also with a pancake breakfast before school, where the staff alongside Ken Prentis will be serving up pancakes once a quarter.

5.0 Swearing in of New Members

**Minutes:** Robert Robertson was sworn in as the Community Representative

5.1 Elect Board Chair and Vice Chair for 2024-2025

**Minutes:** Due to Denise Farrell not being able to make the meeting it was decided that the current Chairs would remain in their role until the next meeting.

5.2 Elect Officers of the Corporation:

President, Secretary, and Chief Financial Officer

**Minutes:** Sarah Kevwitch made a motion to elect Chris Palmer as President, Jennifer Duran as Secretary and Jenna Springer as Chief Financial Officer for the 2024-2025 school year. It was seconded by Robert Robertson. The motion passed unanimously with a vote of 3-0, with one seat vacant, and one absent.

6.0 Consent Agenda

6.1 Approval of Minutes: [June 11, 2024](#)

**Minutes:** 6.1 was pulled as Sarah Kevwitch did not attend the June 11, 2024 meeting and needed to abstain from the vote. A motion was made by Robert Robertson to approve the minutes, seconded by Shelly Bettencourt. The motion passed unanimously with a vote of 2-0, with one abstaining, one seat vacant, and one absent.

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

- a. Financial Highlights [May 2024](#), [June 2024](#)
- b. YTD Income Statement [May 2024](#), [June 2024](#)
- c. Cash Flow [May 2024](#), [June 2024](#)

6.3 Approval of [Charter Safe Proposal](#)

6.4 Approval of [Charter School Certification Name Change - Original Budget](#)

6.5 Approval of the [2024-2025 CARS Spring Release](#)

6.6 Approval of the [2024-2025 Board Meeting Schedule](#)

**Minutes:** 6.6 was pulled from the consent agenda due to multiple typos in the attached document. The dates for January 28, March 11, May 20, and June 12, should have stated 2025 and not 2024 as written. A motion was made to approve the 2024-2025 Board meeting schedule, with the corrections of 2025 to be added to the dates in January, March, May and June. The motion was made by Sarah Kevwitch and seconded by Robert Robertson. The motion passed unanimously with a vote of 3-0, with one seat vacant, and one absent.

6.7 Approval of the [Updates to the Bylaws](#)

6.8 Approval of the Board Policy Review/Updates

- a. Board [Policy 7a Conflict of Interest Code](#)
- b. Board [Policy 7b Conflict of Interest Policy](#)

6.9 Approval of the [2024-2025 Counseling agreement with BCOE](#)

6.10 Approval of the [Mandate Block Grant](#)

6.11 Approval of the [24-25 Independent Contractor Agreement](#) - Teresa Moyer

**Minutes:** A motion to approve 6.2; 6.3; 6.4; 6.5; 6.7; 6.8; 6.9; 6.10; 6.11 was made by Sarah Kevwitch, and seconded by Robert Robertson. The motion passed unanimously with a vote of 3-0, with one seat vacant, and one absent.

7.0 Public Hearings

7.1 Independent Study Program

- a. Approval of the Independent Study Policy
- b. Independent Study Master Agreements

**Minutes:** A public hearing was opened by Shelly Bettencourt beginning at 5:35pm to discuss item 7.1 (a)(b). The public hearing closed at 5:49pm. The board unanimously agreed to take action on the Independent Study Policy, and Independent Study Master Agreements. A motion was made by Sarah Kevwitch to approve the Independent Study policy and Master Agreements. It was seconded by Robert Robertson. The motion passed unanimously with a vote of 3-0, with one seat vacant, and one absent.

7.2 Internet Filtering Software: Securly

**Minutes:** A public hearing was opened by Shelly Bettencourt beginning at 5:50pm to discuss item 7.2. The public hearing closed at 5:53pm. No action was taken after the closing of the hearing.

8.0 Discussion/Action Items

8.1 Measure G - Stirling City, Magalia, and Paradise School Bond

**Minutes:** Items 8.1 and 8.2 orders were switched at the time of the meeting. Sarah Kevitch had to leave the meeting early, she left at 5:58pm. Chris Palmer reported that there would be more information to come on Measure G at the next meeting.

8.2 Approve the [2023-2024 Annual Report Prop 28](#)

**Minutes:** Items 8.1 and 8.2 orders were switched at the time of the meeting. 8.2 was discussed first with a motion to approve the 2023-2024 Annual Report Prop 28 made by Robert Robertson and seconded by Sarah Kevitch. The motion passed unanimously with a vote of 3-0, with one seat vacant, and one absent.

~~7.0~~ 9.0 Future Agenda Items

**Minutes:** More information about Measure G.

~~8.0~~ 10.0 Adjournment: Next meeting September 10, 2024

**Minutes:** The meeting adjourned at 6:02pm