

Forest Charter School

Monthly Charter Council Meeting Minutes—January 19, 2016

5:30 p.m. Regular Session
470 Searls Avenue
Nevada City, CA 95959

Council Members:

Dan Thiem, Chair
Katia Hull, Parent Representative
Kaleen Ojeda-Chatigny, Parent Representative
Jean Watson, Parent Representative
Ruthanne Buckley, Community Rep., Vice Chair
Davia Pratschner, Student Representative
Dave Stanger, ST Representative
Alex Torres, ST Representative
Nancy Nobles, Secretary

Minutes

Present: Dan Thiem, Dave Stanger, Alex Torres, Ruthanne Buckley, Davia Pratschner, Kaleen Ojeda-Chatigny, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher and Nancy Nobles

Absent: Jean Watson (attended via phone; did not vote)

- 1. Call to Order: 5:38**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of November 10, 2015**

Dave Stanger made the motion to accept the Minutes. Katia Hull seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckle, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

- 4. Action: Adoption of the Agenda**

Katia Hull made the motion to approve the agenda. Dave Stanger seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

5. Discussion: Other

Nothing to report.

6. Information: Cash Flow—Debbie Carter

Debbie reviewed the November/December Cash Flow with the Council. She added that FCS is solid with enrollment over the projected number at P1 of 689.

7. Information/Approval: Updated Enrollment Policy— Peter Sagebiel

Peter asked the Council to approve the changes and additions to the enrollment policy which includes: priority list articulated, response days reduced to three, lottery day, addition of grandchildren of staff to priority list and twins on the wait list.

Dave Stanger made a motion to approve the updated enrollment policy. Kaleen Ojeda-Chatigny seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

8. Information/Action: School Accountability Report Card (SARC) –BJ Hatcher, Peter Sagebiel

BJ explained that the SARC is a state requirement for all schools and is to be posted on school website. The data is gathered from the previous school year, and is based on CBEDS. It includes hard, factual data (numbers). It is set up more for site based schools than home study programs, thereby making some sections difficult for a personalized learning school to fill out. The SARC is made available for prospective parents to compare school performances.

BJ added that the testing data sent by the State was incorrect and missing some demographic data. He expects to receive that information soon and asked the Council to approve the SARC without the data so that it can be posted by February 1, 2016.

Ruthanne Buckley made a motion to approve the SARC without the data piece. Dave Stanger seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

9. Information/Action: A & B may be considered for Consent Agenda –Debbie Carter

Katia Hull made a motion to approve the consent agenda. Dave Stanger seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

10. Information/Action: Update on SB277-Vaccinations—Peter Sagebiel

Peter reviewed with the Council the new SB277 regulation regarding vaccinations. The law was approved by the state last year and went in to effect January 1, 2016. Peter explained the definition of ‘Classroom-Based Instruction’ and the conditions attached to that definition as it is defined by the State (FCS does not meet this definition). As the law is currently written, students who do not have their immunizations are allowed to enroll in an independent study school. And, since FCS is legally designated as a non-classroom-based school, families who choose not to immunize their children will still be able to enroll with FCS.

Peter recently attended an A-Plus meeting and gathered information from other schools to help form a direction for FCS to take. He asked the Council for support of this interpretation of the new law. The Council agreed with this path. Peter will prepare an information letter for FCS families to explain the school’s stance.

11. Information: Student Achievement—BJ Hatcher

BJ updated the Council on the Benchmark Assessment. The K-8 assessments are established and include ELA, writing and math. FCS is working with Pathways and this information is now available to see how individual students are progressing. BJ added that the emphasis now is on the 9-12th grades and that a meeting with STs is planned in two weeks to brainstorm developing these benchmarks.

Overall, FCS is set for the CAASP testing this spring. BJ recently received a letter from the CDE stating that the test might not be ready as planned. He will keep the Council updated on the testing.

12. Information: LCAP (Local Control Funding Formula)—Peter Sagebiel, Debbie Carter

Peter and Debbie updated the Council on the LCAP. Benchmark testing is going well. There is a special emphasis on the math portion. Peter added that the intervention process has really helped in supporting and identifying students who need support.

The next LCAP is being prepared, with a draft expected for the Council in March and approval in May. Student/parent input will help in preparing the LCAP.

13. Information: Energy Plan Update—Debbie Carter

Debbie updated the Council on progress with the Energy Plan. She is working with the Nevada City School District, an architect and the CA Energy Commission. She is hoping to have the architect’s recommended options by the February meeting. Debbie added that the CA Energy Commission calculators were revised after our audit was completed which reduced the number of our SIR (Savings to Investment Ratio) significantly. It is possible FCS will need to return the state funding.

14. Discussion: Director's Evaluation Committee—Dan Thiem

Dan, Jean Watson and Dave Stanger set a time to meet to discuss the staff/family surveys that will go out in late January or early February. The committee will meet on Tuesday, January 26th at 2:45. They will report to the Council at the next meeting on their progress.

15. Information/Action: Asst. Director (Truckee) Job Description—Peter Sagebiel, Debbie Carter

Peter explained that the Truckee learning center's Assistant Director job description was modeled after BJ and Paul's job descriptions approved last spring, adding that it is very thorough. A suggestion was made to add teaching credentials to the description; Debbie will add that piece.

Kaleen Ojeda-Chatigny made a motion to approve the Truckee assistant director's job description with addition of 'teaching credentials'. Alex Torres seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

16. Information/Action: Business Director Job Description—Peter Sagebiel, Debbie Carter

Peter asked the Council to approve the business director's updated job description; he added that the description fits the position well.

Kaleen Ojeda-Chatigny made a motion to approve the business director's job description. Alex Torres seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

17. Information: Director's Update –Peter Sagebiel

- **2015/16 Enrollment:** 740; FCS is looking at an increase in the home study base; co-ops in Truckee continue to build.
- **Thanksgiving Celebration:** The meal was well received and enjoyed by the staff.
- **Staff Fantasy Football:** This year's winner was ST Linda Katz, with BJ Hatcher and Nancy Nobles tying for second place.
- **Mid Year Check-ins:** On-going over the past couple of months; going well; nice chance to check in on yearly goals and implementing Common Core.
- **Other:**
 - New Enrollment Button:** FCS has recently added an interest 'button' to the web page for families to contact the enrollment coordinator for information on the school and enrollment.

New Family Information Nights: Two are scheduled; Wednesday, February 24th and Tuesday, April 26th.

Advertisement: Banners promoting FCS enrollment have been placed at both the NC and Truckee Learning Centers; ads are running at local theaters.

18. Discussion: Future Agenda Items

- Foundation Report (as needed)
- Action Plan Update (as needed)
- Energy Plan Update (as needed)
- One-Time Funds (as needed)
- Classified Job Descriptions
- SARC (w/Amendments)
- SB277 (Action) and Letter to Parents
- Evaluation Committee Report
- 2016/17 Calendar

19. Information: Reminder of Future Meetings

2016: 2/9**, 3/15; 4/19; 5/24**, 6/7

****Budget Meetings**

20. Action: Adjourn at 6:56 p.m.

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Ruthanne Buckley, Vice Chair

Date