

Forest Charter School

Monthly Charter Council Meeting Minutes—January 20, 2015

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

Council Members:

Dan Thiem, Chair
Nicole McCulloch, Parent Representative
Debbie Marchi, Parent Representative
Leslie Whitcomb, Parent Representative
Kaleen Ojeda-Chatigny, Parent Representative
Ruthanne Buckley, Community Rep., Vice Chair
Sarah Rongey, Student Representative
Dave Stanger, ST Representative
Gina Holbrook, ST Representative
Nancy Nobles, Secretary

Minutes

Present: Dan Thiem, Gina Holbrook, Dave Stanger, Ruthanne Buckley, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Janice Eggers and Nancy Nobles

Absent: Leslie Whitcomb, Debbie Marchi and Sarah Rongey

- 1. Call to Order: 5:34**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of November 12, 2014**

Dave Stanger made the motion to accept the Minutes. Gina Holbrook seconded.

Ayes: Dan Thiem, Dave Stanger, Gina Holbrook, Ruthanne Buckley and Kaleen Ojeda-Chatigny.

Nays: None

Abstain: None

- 4. Action: Adoption of the Agenda**

Ruthanne Buckley made the motion to approve the agenda. Sarah Rongey seconded.

Ayes: Dan Thiem, Dave Stanger, Gina Holbrook, Ruthanne Buckley and Kaleen Ojeda-Chatigny.

Nays: None

Abstain: None

5. Discussion: Other

Nothing to report.

6. Information/Action: Conflict of Interest Policy Revision—Peter Sagebiel

Peter explained to the Council the revision to the conflict of Interest Policy. Form 700s will now be submitted electronically and should be received via e-mail soon.

Dave Stanger made the motion to approve the revised Conflict of Interest Policy. Gina Holbrook seconded.

Ayes: Dan Thiem, Dave Stanger, Gina Holbrook, Ruthanne Buckley and Kaleen Ojeda-Chatigny.

Nays: None

Abstain: None

7. Information: Cash Flow—Debbie Carter

Debbie provided her monthly review of the school's cash flow which is updated through December. She reported that money continues to flow from the state and the budget is looking very good.

8. Information: Student Achievement—BJ Hatcher

BJ reported that the 11th and 12th grade CAHSEE results had been received. The two "super seniors" have now passed the CAHSEE. BJ added that we have 14 seniors needing to pass only one test and four that still need both. The 11th graders did well but there were a few 'no shows.' The next testing is February 3rd and 4th.

9. Information: Director's Evaluation Committee Meeting—Dan Thiem

Dan presented information on the December committee meeting. The committee has moved up the evaluation timeline. The staff survey will go out next week; the survey includes questions pertinent to the director's job. Dan added that the evaluation will go to the Council in February.

10. Information: Local Control Accountability Plan (LCAP)—Peter Sagebiel

Peter updated the Council on the 2015/16 LCAP. He explained the plan with the Council and said that it covers goals set out in the Single Plan and the WASC Action Plan; goals are updated each year. The administration will bring the LCAP to the Council for approval in March or April and is due to the County in July.

11. Information: Comprehensive School Safety Plan—Peter Sagebiel

Peter presented information on the FCS Comprehensive School Safety Plan that is being compiled. This plan has been put in place to meet federal requirements. The original approved safety plan, which is specific to the three learning centers, will be included as an appendix. The new plan includes information on reunification sites; sites designated in case students need to be moved from the learning centers. Peter added that the completed plan (55 pages) will be sent to the Council for review and approval at the February or March meeting.

12. Information: WASC Mid-Term Report Update—Paul Simoes

Paul reviewed the process of the WASC mid-term report. He reported that a representative from WASC will be visiting the school on January 29th and will offer suggestions to the draft report. After changes are made, the final report will be submitted to WASC.

13. Information: Foundation Report—Peter Sagebiel

Peter presented information on the annual Giving Campaign. To date FCS has received \$4441.00 which will be divided between the three learning centers. The fundraiser's 2014/15 goals are science, literacy and scholarships.

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

Gina Holbrook made a motion to approve the consent agenda. Kaleen Ojeda-Chatigny seconded.

Ayes: Dan Thiem, Sarah Rongey, Dave Stanger, Gina Holbrook, Kaleen Ojeda-Chatigny and Ruthanne Buckley.

Nays: None

15. Information: Director's Update –Peter Sagebiel

- **2014-15 Enrollment:** Enrollment is at 720; we are gearing up for the 2015/16 enrollment; Paul and various STs have been visiting 8th grade classes at other schools.
- **Winter Celebrations:** The learning center celebrations all went well; Peter thanked all of the staff that helped with the parties and events.
- **Safety Drills:** All three learning centers completed safety drills in November; drills included: lockdown, fire and earthquake; the drills all went very smoothly.
- **RTI:** The Response to Intervention feedback is good; this step is designed to help students pull up to grade level in reading and math, instead of entering either an SST or IEP (when they don't have special needs.)
- **ST Professional Development:** The professional development is ongoing with the most recent at last week's staff meeting; the STs participated in the second Common Core training; STs felt that videos from the training will be a good resource.
- **ST Mid-year Check-ins:** Check-ins started in November and are finishing up this week; Peter has enjoyed this mid-year visit with the STs ; a chance to check in with the STs on their yearly goals and professional development.
- **Truckee Wireless Upgrade:** The Truckee learning center had been having significant problems for over six weeks with the wireless system which was very frustrating to staff and students; an upgrade was installed over the winter break and Janice reported "no problems!" Kudos to Jenna Johnson for leading this repair. Jenna is looking at upgrading the Nevada City learning center in the future.
- **Staff Community:** The staff has enjoyed a November 'Thanksgiving' taco bar feast, the winter potluck and our first year of fantasy football set up by BJ and won by ST Valerie Stuart. Congrats to Valerie!
- **Other:**

16. Discussion: Future Agenda Items

- Foundation Report (as needed)
- Action Plan Update (as needed)
- Student Achievement (as needed)
- Energy Plan Update (Debbie)
- Director's Evaluation Committee (Dan)
- One-Time Funds (Peter and Debbie) January
- Comprehensive School Safety Plan (Discussion/Action)
- Director's Evaluation
- SARC
- Budget

17. Information: Reminder of Future Meetings

2015: February 10; March 17; April 21; May 26; June 9

18. Action: Adjourn at 6:31 p.m.

Dave Stanger made the motion to adjourn. Ruthanne Buckley seconded.

Ayes: Dan Thiem, Dave Stanger, Gina Holbrook, Ruthanne Buckley and Kaleen Ojeda-Chatigny.

Nays: None

Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Ruthanne Buckley, Vice Chair

Date