

Forest Charter School

Monthly Charter Council Meeting Minutes—January 22, 2013

Tuesday, January 22, 2103
5:30 p.m.
470 Searls Avenue
Nevada City, CA 95959

Council Members:

Dan Thiem, Chair
Matt Heaps, Parent Representative
Cheri Rey, Parent Representative
Tracy Steele, Parent Representative
Dawn Koerber, Parent Representative
Ruthanne Buckley, Community Representative
Zach Barram, Student Representative
Linda Katz, ES Representative
Steve Ross, ES Representative
Nancy Nobles, Secretary

Minutes

Present: Dan Thiem, Cheri Rey, Dawn Koeber, Tracy Steele, Ruthanne Buckley, Linda Katz, Steve Ross, Zach Barram, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher and Nancy Nobles.

Absent: Matt Heaps

- 1. Call to Order: 5:30**
- 2. Pledge of Allegiance**
- 3. Closed Session: Existing Litigation**
- 4. Action: Return to Regular Session: 5:50**

No action taken in Closed Session.

- 5. Action: Approval of Minutes of November 13, 2012**

Steve Ross made the motion to accept the Minutes. Zach Barram seconded.

Ayes: All Nays: None Abstain: None

6. Action: Adoption of the Agenda

Linda Katz made the motion to adopt the Agenda. Zach Barram seconded.

Ayes: All Nays: None Abstain: None

7. Discussion: Other

Nothing to report.

8. Information: 2012-13 Budget —Debbie Carter

- Debbie presented to the Council information from the Governor's Workshop held by School Services that she attended last week. She reported that the approval of Proposition 30 has led to a positive trend in regards to schools. Debbie will be attending a CA Charter Schools Association webinar next month where she will gather more information on projected budget trends and will report back to the Council.
- Debbie reported that there is no change to the 2nd Interim Budget timeline.
- Debbie presented to the Council an updated Cash flow report.

9. Information: SB 740—Debbie Carter

Debbie reported to the Council that the SB 740 application still had not been posted on the California Department of Education (CDE) website. She will update the Council at the next meeting.

10. Information: Common Core Standards—Peter Sagebiel

Peter presented an overview of the Common Core Standards. The new (nationwide) standards provide a consistent, clear understanding of what students are expected to learn, so teachers and parents know what they need to do to help them. The standards are designed to be robust and relevant to the real world, reflecting the knowledge and skills that are needed for success in college and careers.

Peter explained that in the past testing had lacked in critical thinking and problem solving. He added that Common Core Standards are to be implemented in 2014 with testing starting in the 2014-2015 school year. FCS will start slowly blending the new standards in to curriculum and testing soon.

11. Information: Student Achievement – BJ Hatcher

BJ presented on the recent CAHSEE testing. The number of twelfth graders needed to complete the testing was cut by 50% with only five in ELA and five in Math. He added that the majority of eleventh graders were present for testing. BJ reported that the next test for 12th grade is February and 11th grade is in May. He said that overall testing is going really well and that the intervention classes are working.

12. Information: Action Plan Update—BJ Hatcher, Paul Simoes, Peter Sagebiel

- BJ presented a list of features the school would like included in a data analysis program. The list included tracking results of student progress, comparisons on curriculum and testing scores. BJ reported that much of the information is already in Pathways and

that he plans on working with them to learn the process of retrieving the information. BJ added that any information not held in Pathways will be added to the system.

- Paul presented information on the status of the Math Benchmark Assessments (Goal 1.1) and Peer Tutoring (Goal 1.3). He explained that the assessments will be done at the ES/student monthly meetings and shouldn't take more than five minutes to complete. Peer tutoring has already begun in the PACE 3-5th with FCS high school students as tutors. Paul added that a single committee is addressing Goals 1.1 and 1.3. The committee consists of four ESs, Peter and himself.
- Peter updated the Council regarding the Professional Development Goal (Goal 3). He is getting feedback from the ESs on year end check outs and job descriptions. He will report back to the Council when new information is available.
- Peter updated the Council on the progress of the VPSS Pilot Team (Goal 1.2). The pilot team completed tier I and the next portion starts on February 8th. 75-80% of the team has moved on to the second tier and feedback has been mixed, Peter reported. When the program is completed the administration will look at the balance and see if the program was worthwhile.

13. Information: Emergency Plan—Peter Sagebiel, Debbie Carter

- Peter and Debbie gave a presentation on the updated Emergency Plan and asked the Council for input. They explained that updates and revisions had been made to the lockdown procedures and to contact phone numbers. Peter will be meeting with local police in both Grass Valley and Truckee for recommendations and will bring any suggestions to the Charter Council.
- Peter and Debbie explained the new safety upgrades that are being made to the FCS facilities. Upgrades include safety door locks, PA system and a classroom phone/intercom system. The Council suggested that all three of these items will be installed as soon as possible. Dan Thiem questioned the possibility of having security guards on campus. Peter said that presently there is no plan to hire outside security, but he added that more FCS staff is on duty during the K-8 block class lunch period. Security guards will be discussed at a future meeting.

14. Information: Portables—Peter Sagebiel

Peter presented to the Council information on possible new portable(s) for the Searls Avenue site. A proposal for the addition was submitted to the Nevada City School District and has been approved. Peter explained the sizes, placement, use and costs of the project. At this time, because of costs and space, only one portable would be purchased. He will bring more information to the Council as it becomes available. Peter added that the goal is to have the portable in place for the 2013-14 school year.

15. Information: Block Class Salary Restructure Proposal—Peter Sagebiel, Debbie Carter

Peter and Debbie presented to the Council information on the proposed block class salary restructure for the 2013-14 school year. They explained that the restructure will level the pay structure by paying per class instead of per hour. Peter added that they have been looking at this change for two years and have taken this to the Faculty Council for input. The proposal will be presented at the next staff meeting and Peter and Debbie will bring more information to the Council at the next meeting and plan to ask for approval on this proposal.

16. Information: FCS Project Priorities—Peter Sagebiel

Peter discussed with the Council the fiscal impact on upcoming projects and asked the Council for direction on prioritizing. Items range from onetime expense to on-going and future expenses. The list included: block class salary restructure, Emergency Plan expenses, health benefit cap increase, portable(s), credentialed and classified salaries, teacher ratio and technology. The Council agreed that changes should be made in steps that are practical and need to be tied to the FCS revenue. The Council stressed that changes needed for school security should be an immediate priority (PA system, phones, locks.)

17. Information: Parental Visitations Draft Policy—Peter Sagebiel

Peter explained the draft of the proposed Parental Visitations Policy to the Council and asked for feedback. The document was prepared by the FCS attorneys. The Council discussed how the term “visitor” should be defined, visitor sign-ins and the need for all FCS staff to be aware of new faces on the campus. Peter also explained the process of removing a parent/visitor when there is a problem. The policy will be brought back to the Council for approval.

18. Information: JPA Update—Peter Sagebiel

Peter explained to the Council that the special education staff had been given raises, approved by the JPA (Joint Powers Authority.) He will have more information on the specifics of the raises at the next meeting.

19. Information: Strategic Planning Meeting—Peter Sagebiel

Peter discussed with the Council the upcoming Strategic Planning meeting. The meeting’s agenda will include visions for the school’s future and the Action Plan. The Council agreed to meet on March 19th from 2:00 to 4:30. The regular scheduled March meeting will be at 5:30.

20. Information/Action: Director’s Evaluation Form—Debbie Carter

Debbie asked the Council if they would like to see any changes made to the Director’s Evaluation form. After discussion, the Council agreed that the format stay the same. Evaluations will be handed out at the next meeting.

21. Information/Action: Consent Agenda – Debbie Carter

Debbie asked the Council to approve the Consent Agenda.

Ruthanne Buckley made the motion to approve the Consent Agenda. Zach Barram seconded.

Ayes: All Nays: None Abstain: None

22. Information: Foundation Report—Peter Sagebiel

Peter reported to the Council on the play structure fundraiser. To date, approximately \$3600 has been raised with support from parents and the community. Cost to repair has been estimated at \$5500-6000. The play structure is scheduled to be done this spring (hopefully April) with the balance coming from the school’s art/physical education budget.

23. Information: Director's Update – Peter Sagebiel

- **2012-13 Enrollment:** Enrollment for the school year is holding at approximately 700 students and we have a wait list.
- **Winter Party:** The K-8 block class party was a great success with games, crafts, singing and activities. Peter thanked all of the staff that helped with the party.
- **Valentine's Day Dance:** BJ said that the party had been switched to a 'Spring Fling' dance in March.
- **Yearbook:** Students are starting on a high school yearbook project for the NC/GV area; might be produced for the next school year because of deadlines and organizing.
- **Other:** Linda Katz reported that 7th/8th grade FCS students had placed in the last academic tournament.

24. Discussion: Future Agenda Items

- Foundation Report (as needed)
- SB 740
- Strategic Planning Meeting (March)
- Director's Evaluation handout
- 2nd Interim Budget
- Action Plan update
- Security Guards
- Block Class Salary Restructure (action item)
- Project Priority List
- JPA Salary Update
- County Oversight Review
- Possible MAY meeting in Foresthill with an early meeting time

25. Information: Reminder of Future Meetings

- 2013: February 12; March 19; April 16; May14; June 11

26. Action: Adjourn at 8:10 p.m.

Linda Katz made the motion to adjourn. Steve Ross seconded.

Ayes: All

Nays: None

Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Cheri Rey, Vice Chair

Date