

Forest Charter School

Monthly Charter Council Meeting Minutes—October 21, 2014

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, Sarah Rongey, Dave Stanger, Ruthanne Buckley, Gina Holbrook, Leslie Whitcomb, Dave Stanger, Kaleen Ojeda-Chatigny, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Janice Eggers and Nancy Nobles

Absent: Nicole McCulloch

- 1. Call to Order: 5:35**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of October 21, 2014**

Debbie Marchi made the motion to accept the Minutes. Gina Holbrook seconded.

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

Nays: None

Abstain: None

- 4. Action: Approval of Minutes of September 23, 2014 Director's Evaluation Committee Meeting**

Ruthanne Buckley made the motion to accept the Minutes. Dave Stanger seconded.

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

Nays: None

Abstain: None

5. Action: Adoption of the Agenda

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

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

Nays: None

Abstain: None

6. Discussion: Other

Nothing to report.

7. Information: Budget Training—Debbie Carter

Debbie presented a Power Point on the FCS budget. The presentation explained both revenue (LCFF Funding, Prop 30 and the annual budget vs. cash flow) and expenses (salaries, benefits, supplies/services.) Debbie added that the Local Control Funding Formula, implemented in 2013-14, has helped to simplify the budget structure and that she will bring more information to the Council as it becomes available.

8. Information: Cash Flow—Debbie Carter

Debbie provided her monthly review of the school's cash flow.

9. Action: Classified Salary Schedule – Debbie Carter

Debbie explained the changes to the classified job titles of administrative assistant/receptionist. The schedule will now reflect this as two job positions.

Debbie Marchi made a motion to approve the change to the Classified Salary Schedule job titles. Kaleen Ojeda-Chatigny seconded.

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

Nays: None

Abstain: None

10. Discussion: One Time Funds – Peter Sagebiel

Peter and Debbie reminded the Council about last month's discussion of possible uses for one-time funds and that these one-time funds have become available due to the State's payback of prior year deferrals and the school's cash flow reserves. The staff was broken in to small groups at the September staff meeting for input and suggestions; this will be discussed again at the October staff meeting.

Peter added that a survey is being prepared to collect ideas. Results from the survey and suggestions from staff will be presented to the Council at a future date.

11. Information Legislation Update –Peter Sagebiel

Peter reminded Council that the CCSA (California Charter School Association) and APlus are the legislative advocates for charter schools. He updated the Council on the two recent bills:

- **Senate Bill 1263**, which would have limited a charter school's ability to locate multiple resource centers in the county where they are authorized was vetoed; and
- **Assembly Bill 913**, which would impose new conflict of interest laws on charter schools, was also vetoed.

Peter added that he is researching the possibility of tapping in to a political alert program with CCSA and APlus to notify parents and staff through emails, website, etc.

12. Information/Action: Recurring Invoices—Debbie Carter

Debbie reported that there are three recurring (monthly) invoices of over \$10,000. They include: Special Education, Nevada City School District (Searls Avenue lease) and Pioneer Commerce Center (Truckee Lease.) She asked the Council to approve the recurring invoices.

Sarah Rongey made a motion to approve the payment of the recurring invoices. Dave Stanger seconded.

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

Nays: None

Abstain: None

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

Dan reported on the committee meeting held on September 23rd, explaining that the purpose is to critique and improve the process so that it will be more meaningful and objective. The committee will be refining the survey which includes questions about both the school and the director's goals. Dave added that the survey was recently sent to the staff for suggestions and he will bring that input to the committee. The committee will go over the responses at their next meeting and report to the Council at a later date. BJ recommended that the Parent Survey be brought to the Council for suggestions before being sent out.

Leslie recommended that an ongoing suggestion/concern process be set up for parents. Peter will look in to the possibility of an online option and report back to the Council.

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

Debbie presented the consent agenda for approval.

Debbie Marchi made a motion to approve the consent agenda. Dave Stanger seconded.

Ayes: Dan Thiem, Sarah Rongey, Dave Stanger, Gina Holbrook, Ruthanne Buckley and Debbie Marchi.

Nays: None

Abstain: Kaleen Ojeda-Chatigny

15. Information: Director's Update –Peter Sagebiel

- **2014-15 Enrollment:** Enrollment is at 732; the new STs are almost all full.
- **Staff Development:** A presentation was given at the last staff meeting titled “Guided Independent Reading”; the presenter was Kathleen Kiefer from the County and was well received by STs.
- **Amazon Smile:** A new school wide fundraiser; once registered with Amazon, a percentage of purchases is given to the school; very easy.
- **Learning Center Visits:** Peter reported that he had visited both the Truckee and Foresthill Learning centers and appreciated the great energy generated at both sites; Janice added that enrollment in Truckee is at 157 and that they may be looking at the possibility of renting more space in the building. Truckee is also planning to add classes for the Tree Top Co-op that would include 2nd-4th grades next year.
- **CPR Training:** Two weeks ago the staff participated in a CPR/First Aid training; staff who could not make the group training will take the training individually.
- **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)
- 2013/14 Action Items
- LCAP
- Single Plan

17. Information: Reminder of Future Meetings

2014: November 12; December 16

2015: January 20; February 10; March 17; April 21; May 26; June 9

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

Ruthanne Buckley made the motion to adjourn. Debbie Marchi seconded.

Ayes: Dan Thiem, Sarah Rongey, Dave Stanger, Gina Holbrook, Ruthanne Buckley, Debbie Marchi 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