

Forest Charter School

Monthly Charter Council Meeting Minutes—October 22, 2013

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

Council Members:

Dan Thiem, Chair
Debbie Marchi, Parent Representative
Nicole McCulloch, Parent Representative
Leslie Whitcomb, Parent Representative
Ruthanne Buckley, Community Rep., Vice Chair
Sarah Rongey, Student Representative
Linda Katz, ST Representative
Gina Holbrook, ST Representative
Nancy Nobles, Secretary

Minutes

Present: Dan Thiem, Sarah Rongey, Nicole McCulloch, Linda Katz, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Janice Eggers and Leslie Whitcomb.

Absent: Debbie Marchi, Gina Holbrook and Nancy Nobles

1. Call to Order: 5:33

2. Pledge of Allegiance

3. Action: Approval of Minutes of September 17, 2013.

Linda Katz made the motion to accept the Minutes with correction to the date on the first page.
Ruthanne Buckley seconded.

Ayes: All Nays: None Abstain: None

4. Action: Adoption of the Agenda

Nicole McCulloch made the motion to adopt the agenda. Sarah Rongey seconded.

Ayes: All Nays: None Abstain: None

5. Discussion: Other

Linda Katz requested clarification of who the “ST Representatives” were actually representing. Did it include both certificated and classified staff? Peter will review the Bylaws bring to the next meeting.

6. Information/Action: Approval of New Council Member – Dan Thiem

Dan introduced Leslie Whitcomb to the Council as an interested parent for the open position of Parent Representative.

Linda Katz approved the motion to appoint Leslie Whitcomb as a Charter Council Parent Representative. Ruthanne Buckley seconded.

Ayes: All Nays: None Abstain: None

7. Action: Appointment of Vice Chair – Dan Thiem

Dan explained the responsibilities of Vice Chair and asked the Council for a volunteer. Ruthanne Buckley volunteered to be Vice Chair to the Council.

Nicole McCulloch made the motion to appoint Ruthanne Buckley as Vice Chair. Sarah Rongey seconded.

Ayes: All Nays: None Abstain: None

8. Discussion: Articulated Board Job Descriptions —Dan Thiem

This item was tabled until the November meeting. Nancy will send out the Board Job Description in advance of the next meeting for Council members to review.

9. Information: Local Control Funding Formula (LCFF) – Debbie Carter

Debbie presented to the Council a power point overview of how the LCFF is being implemented, the impact on the school budget and the upcoming Local Control Accountability Plan (LCAP).

10. Information: Cash Flow — Debbie Carter

Debbie updated the Council on our current Cash Flow.

11. Information: Classroom Portable Update—Peter Sagebiel, Debbie Carter

Peter and Debbie updated the Council on the installation of the classroom portable, stating that the Special Education team has completed their move and the study hall is up and running. Debbie reviewed the construction budget, which is approximately \$17,000 under budget.

12. Information: Student Achievement – BJ Hatcher

BJ reported on AB 484 and the impact it will have on testing. He informed the Board that there will be no STAR testing in the 2013-2014 school year, however we will need to submit a 'Smarter Balance' test to grades 3 thru 8 and 11th grade students. Grades 5, 8 and 10 will be required to take a science test. The testing window is March – June, 2014. Because 'Smarter Balance' testing will eventually be all web based, schools are being required to test (at least some) of their students online. Peter and BJ are looking at solutions as to how to address the increased computer need for this year. Debbie pointed out that many of these solutions will be supported through our Common Core funding.

13. Information: Credential Audit Consultant – Peter Sagebiel

Peter presented to the Council an overview of the visit from the credential audit consultant, stating that we hired the consultant for an additional 2nd half-day to work with Kelli and Debbie on many of the remaining credentials. We are continuing to work with our supplemental block class teachers, however Peter feels confident that we are ready for our audit in the spring.

14. Information: Liability Insurance –Debbie Carter

Debbie presented information to the Council on the school's liability insurance.

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

Peter, BJ and Paul updated the Council on the Action Plan goals.

1.1 Benchmark Assessments:

- For students who have tested 'below basic' in the past, a team has created assessments to help ST's identify how their students are progressing. It also introduces them to the Common Core style of testing. Included in the process is flexibility for ST's who have homeschool families.

1.2 VPSS

- 'Verification Process for Specialized Settings' (VPSS) is one way an independent study program can get credentialed teachers highly qualified in a subject area outside of their credential. It serves as both a credentialing and a training opportunity for teachers. We had a pilot group complete the Math session and we currently have one teacher participating in the Science session.

1.3 Math Peer Tutoring Program

- Colleen Manuola is coordinating peer tutoring in math by identifying high school students who would be successful in this type of program. Colleen is providing training to the student tutors and it is working well as an extra resource to students. The Grass Valley/Nevada City area is currently piloting the program with the goal to expand to Truckee and Foresthill.

1.4 Data Analysis Program

- We are currently using Pathways as our 'Student Information System' and are working with them to create a data analysis program that could compare different teaching styles, curriculum, opportunities, etc.

3.0 Professional Development

- Last year the committee revamped the ST job description and title. The committee continues to work this year on how to evaluate our ST's.

16. Discussion: Parent Training – Peter Sagebiel

Peter discussed with the Council a possible new School Wide Action Plan item to replace the completed facility goal. This proposed goal, "*Parent Training*", is meant to acknowledge the schools commitment for student success using our education model and provide parent support through a variety of resources, such as:

- How to identify different learning styles
- Training on the role of the ST and how to integrate what they are doing at home with what the student is doing at school
- Peer support for home school families
- Provide a 'curriculum overview' night
- Training on what curriculum would be effective for different learning styles
- Training videos on the website for parent/student access (e.g. How to organize my life)
- ST's writing reviews on curriculum and posting on the website

17. Information: Staff Development – Peter Sagebiel

Peter presented to the Council information on staff development including: APlus, CCSA, STEM (Science, Technology, Engineering, Math), VPSS (Verification Process for Special Settings), LCFF (Local Control Funding Formula), Common Core training (November staff meeting.)

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

Debbie presented the consent agenda for approval.

Nicole McCulloch made a motion to approve the consent agenda. Ruthanne Buckley seconded.

Ayes: All Nays: None Abstain: None

19. Information: Director's Update –Peter Sagebiel

- **2013-14 Enrollment:** Presently at 654 with slow increase; there has been a lull in Truckee but expected to pick up soon with the arrival of students who attend during the ski season.
- **UC and CSU Training:** Dawn Anthney, Paul Simoes and Janice Eggers attended which provides updates on the college process.

- **NCOE Presentation:** Peter presented to the county an overview of the FCS program.
- **APlus Regional Meeting:** Peter attends these quarterly meetings which discuss information that is specific to Personalized Learning.
- **Safety Drills:** Both the fire drills and lockdown drills have been completed at the Truckee and NC/GV area for the 1st semester and Foresthill will be completed within 30 days.
- **CCSA Regional Meeting:** Peter attended this meeting to further explore the Common Core process and technology requirements.
- **PSAT/PLAN Testing:** Dawn Anthney and Janice Eggers provided testing opportunities for our students.
- **Blood Borne Pathogen Training:** Our annual training in this area has been completed.
- **News & Review Update:** A team of staff members are working with a marketing group to develop a newspaper insert that we can use on an ongoing basis. It includes an overview of the school, interviews with students/ families and teachers, etc.
- **Co-op News:** PACE Movie Night; facilities beautification; Ashland field trip; Tree Top field trips and the Foresthill move.
- **Other**

20. Discussion: Future Agenda Items

- Foundation Report (as needed)
- ST and Staff Representation on the Council
- Common Core Action Plan
- Set Committee for Director's Evaluation
- Revisit Articulated Board Job Descriptions
- Director's Job Description

21. Information: Reminder of Future Meetings

Due to the possibility of a lack of quorum, the October meeting will not be held in Truckee.

2013: *November 12; December 17 (if needed)

2014: January 21; *February 11; March 18; April 22; *May 27; June 10

*dates set to coincide with budget deadlines

23. Action: Adjourn at 7:25 p.m.

Linda Katz made the motion to adjourn. Sarah Rongey seconded.

Ayes: All

Nays: None

Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Ruthanne Buckley, Vice Chair

Date