

Forest Charter School

Monthly Charter Council Meeting Minutes—November 12, 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, Leslie Whitcomb, Debbie Marchi, Gina Holbrook, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Janice Eggers, Susan Binon and Nancy Nobles.

Absent: Linda Katz

1. Call to Order: 5:33

2. Pledge of Allegiance

3. Action: Approval of Minutes of October 22, 2013.

Debbie Marchi made the motion to accept the Minutes. Sarah Rongey seconded.

Ayes: All Nays: None Abstain: None

4. Action: Adoption of the Agenda

Gina Holbrook made the motion to adopt the agenda. Sarah Rongey seconded.

Ayes: All Nays: None Abstain: None

5. Discussion: Other

Nothing to report.

6. Discussion: Home School Budget – Peter Sagebiel, Debbie Carter

Peter and Debbie discussed with the Council increasing next year's homeschool budgets to be competitive with other homeschool programs. They reminded the council of the different program options at FCS. The Council voted to increase the budget from \$1000 to \$1200 earlier this school year. Debbie explained that research is being done on where budget money is spent and how the population might shift in the future. That information will be brought to the January meeting.

7. Discussion: Staff Representation vs. ST Representation – Dan Thiem

Dan discussed with the Council the responsibilities of the ST Representatives. The bylaws state that ST's are elected by all "end of month employees" and that voting representation is by the STs for all staff. The Council suggested that notice about council meetings be added to the newsletter with a link to the FCS website agenda posting.

8. Discussion: Articulated Board Job Descriptions —Dan Thiem

Dan presented information on the updated board job descriptions. He asked for input and will ask for approval at the next meeting.

9. Information/Action: 2013-14 1st Interim Budget – Debbie Carter

Debbie presented to the Council the 1st Interim Budget and Narrative, 3 Year Projections, and Budget Summary. The Council was sent the budget information electronically for review. Debbie explained the narrative to the Council and the budget breakdown. She explained the differences between the 2012-13 2nd Interim Budget and the present budget; noting the changes with the 'base rate' and LCFF. Debbie added that FCS is in a "solid place" in regards to the 1st Interim Budget. She answered the Council's questions before asking for approval of the Budget and 3 Year Projection.

Ruthanne Buckley made a motion to approve the 1st Interim Budget and the 3 Year Projection. Debbie Marchi seconded.

Ayes: All Nays: None Abstain: None

10. Information: Cash Flow — Debbie Carter

Debbie updated the Council on the current Cash Flow. She explained to the Council that the EPA money is now coming in quarterly.

11. Information: Student Achievement – BJ Hatcher

BJ reported on the recent CAHSEE testing. Over 50 students tested with only a small handful missing. BJ said that it will be two months before the results are out and that intervention

classes are already in place. He added that the testing time of 2:30 seems to be working well for the students.

12. Information: Action Plan Update—BJ Hatcher

BJ updated the Council on Action Plan goal 1.1:

1.1 Data Analysis Program

- Pathways is the FCS 'Student Information System' and BJ has been working with them to create the needed changes to the program to create a data analysis program that could compare different teaching styles, curriculum, opportunities, etc.. He said it's starting to move along well and so far seems user friendly and when in place, will help FCS to make informed decisions.

13. Information: Staff Development – Peter Sagebiel

Peter presented information on two recent staff development opportunities:

- A group of STs and administrators attended the recent APlus conference. This is always an informative conference because it's geared towards personalized learning programs.
- A Common Core training was presented by the Placer County Office of Education at the last staff meeting.

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

Dan discussed with the Council the duties of the committee and asked for volunteers. He explained that the committee will make recommendations to streamline the process. Gina, BJ, Dan and Debbie offered to sit on the committee.

15. Discussion: Benefit Rebate Policy – Debbie Carter

Debbie presented to the Council information on the Benefit Rebate Policy. She asked the Council to consider if stipends that are received from the FCS insurance carrier should go to a general fund or to individual employees that pay out of pocket. The consensus of the Council was to create a policy that directs money received go to individuals who have an out of pocket cost.

16. Information/Action: Education Protection Act (EPA) –Debbie Carter

Debbie explained the EPA (Proposition 30) to the Council and asked for approval of the draft. All monies generated from the EPA go to student instruction.

Nicole McCulloch made a motion to approve the EPA. Gina Holbrook seconded.

Ayes: All Nays: None Abstain: None

17. Information: Foundation Report – Peter Sagebiel

Peter updated the Council on the Foundation. The 4th annual Giving Campaign letter is being prepared and will be sent out soon. Peter asked the Council to recommend any FCS parents that might be willing to volunteer for the foundation. He explained that the foundation only meets two or three times a year and holds a focus on all of the learning centers.

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

Debbie presented the consent agenda for approval.

Sarah Rongey made a motion to approve the consent agenda. Nicole McCulloch seconded.

Ayes: All Nays: None Abstain: None

19. Information: Director's Update –Peter Sagebiel

- **2013-14 Enrollment:** Presently at 660 with slow increase; starting to enroll for the next semester; Truckee waiting for the arrival of students who attend during the ski season.
- **Harvest Parties:** There were parties at each of the learning centers; the PACE and Global Studies Academy co-ops did a joint venture with a haunted house and booths.
- **News & Review Update:** Marketing newspaper insert; media releases are being collected and Peter will bring a copy of the insert to the next meeting.
- **County Tournaments:** Going well; Linda will have more to report at the next meeting.
- **Other**

20. Discussion: Future Agenda Items

- Revisit Articulated Board Job Descriptions (Action)
- Committee for Director's Evaluation (Action)
- Benefit Rebate Policy (Action)
- Truckee Student Waiver
- Common Core Plan
- Foundation Report (as needed)
- Action Plan Update (as needed)
- Director's Job Description

21. Information: Reminder of Future Meetings

2013: December 17 (if needed)

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

*dates set to coincide with budget deadlines

22. Action: Adjourn at 7:22 p.m.

Leslie Whitcomb 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