

# *Forest Charter School*

---

## **Monthly Charter Council Meeting Minutes—November 16, 2010**

**Tuesday, November 16, 2010**

**5:30 p.m.**

**224 Church Street**

**Nevada City, CA 95959**

### **Council Members:**

Pam Barram, Chair/Parent Representative

Kelly Chandler, Parent Representative

Sunshine Heaps, Parent Representative

Melody Wilson, Vice-Chair/Parent Representative

Janice Eggers, ES Representative

Linda Smith, ES Representative

Emma Robards, Student Representative

Nancy Nobles, Secretary

### **Minutes**

**Present:** Peter Sagebiel, Debbie Carter, BJ Hatcher, Paul Simoes, Janice Eggers, Pam Barram, Kelly Chandler, Linda Smith, Melody Wilson, Sunny Heaps, and Nancy Nobles.

**Absent:** Emma Robards

#### **1. Call to Order: 5:32**

#### **2. Pledge of Allegiance**

#### **3. Action: Approval of October 26, 2010 Minutes**

Kelly Chandler made the motion to accept the Minutes from the October meeting. Linda Smith seconded.

Ayes: All   Nays: None   Abstain: One

#### **4. Action: Adoption of the Agenda**

Melody Wilson made the motion to adopt the Agenda. Sunny Heaps seconded.

Ayes: All      Nays: None      Abstain: None

#### **5. Discussion: Other**

Sunny Heaps discussed concerns she has heard from another parent regarding the learning environment at the high school block classes in regards to students and marijuana. She wanted to know what the protocol is for FCS in regards to students and drug use on at school sites.

#### **6. Information/Action: 2010-11 1<sup>st</sup> Interim Budget – Debbie Carter**

Debbie presented to the Council the 1<sup>st</sup> Interim Budget and Narrative, 3 Year Projections, Budget Summary and Cash Flow. The Council was given hand-outs for review. Debbie read the narrative to the Council and explained the budget breakdown, identifying the budget challenges schools are currently facing and how FCS is meeting these challenges.

Debbie answered members' questions before asking for approval of the Budget and 3 Year Projection.

Janice Eggers made a motion to approve the 2010-11 1<sup>st</sup> Interim Budget and 3 Year Projection.

Ayes: All      Nays: None      Abstain: None

#### **7. Exclusion of Alcohol at School Related Events Policy – Peter Sagebiel**

The Exclusion of Alcohol at School Related Events Policy was e-mailed to the Council prior to the meeting for review. Peter went over the policy and the changes that the Faculty Council had suggested. Peter asked the Council to approve the updated policy.

Kelly Chandler made a motion to approve the Exclusion of Alcohol at School Related Events Policy. Sunny Heaps seconded.

Ayes: All      Nays: None      Abstain: None

**8. Information/Action: TTUSD MOU – Peter Sagebiel**

Peter reported to the Council on the MOU with TTUSD. The MOU addendum is not ready for approval and TTUSD is continuing to work on language regarding revenue caps. The FCS administrators are analyzing how TTUSD's recommendations will impact FCS in the long term. The TTUSD is holding a special meeting on November 17<sup>th</sup> and Peter expects to receive information after the meeting. He said that overall the addendum is "simple" and hopes that this will be completed soon. Peter will keep the Council posted as this unfolds.

Peter added that as per the draft addendum, when the addendum to the MOU is signed the \$250,000 will be released to FCS.

No action needed.

**9. Information: Student Achievement – BJ Hatcher**

BJ reported on the recent CAHSEE testing held on November 9 and 10<sup>th</sup> for 11<sup>th</sup> and 12<sup>th</sup> grade students. Out of the 30 students scheduled to test, 27 tested; overall a good result. BJ added that all seniors tested.

Kelly questioned if there was any recourse for students that don't test and BJ explained that FCS does everything possible (reminder phone calls, rides available, follow-up to parents and ESs) to insure their attendance but in the end it's the student's responsibility to participate in the testing.

**10. Information: WASC Mid-Term Report – BJ Hatcher**

BJ reported that he will present to the Council at the next meeting. Not all of the information was ready from CBEDS. Item tabled.

**11. Information/Action: Single Plan for Student Achievement –Peter Sagebiel**

Peter reported that he will present to the Council at the next meeting. Not all of the information was ready from CBEDS. Item tabled.

**12. Discussion: Facilities Update – Peter Sagebiel**

Peter reported to the Council on the Siteline Architecture feasibility study on whether NCE would be a good fit for FCS. The study found that there would be some immediate issues to deal with before moving in such as low cabinets and toilets, walls needed for offices/class space, and electrical and heating changes. At this time, FCS continues to look at other options and Peter and Debbie will be meeting with Scott Hicks on Friday to visit other available sites in the area.

### **13. Information/Action: Charter Capital Bridge Loan – Debbie Carter**

Debbie presented to the Council information on Charter Capital and the options available for a bridge loan. She explained that we are pre-approved for a loan but that the company has not been forthcoming with any “real numbers” as to costs of the loan. Charter Capital would like to visit and make a presentation to FCS and Debbie asked the Council if they would be interested. The Council agreed that they would rather have more information from Charter Capital before inviting them to give a presentation.

Debbie is also looking at filing a waiver with the state and is investigating opening a credit line with Citizen’s Bank. Debbie said that she will pursue all options and report back to the Council.

No action needed.

### **14. Discussion: Foresthill Learning Center – Peter Sagebiel**

As a follow-up to last month’s discussion on the Council visiting Foresthill for a meeting, Kelly reported that she spoke with some of the co-op families and they would be interested in attending a meeting, the idea was well received. Kelly felt they would “feel more connected to the larger picture” of FCS.

The Council is looking at possible dates in February and May. Kelly will check with the church to see when the site is available. Debbie will look at the budget schedule to see if there are conflicts if the meeting is set at an earlier day than scheduled in February. (The church is not available on Tuesdays.) Peter will check with ES Leanne Engel about possible conflicts in May.

### **15. Action: Consent Agenda – Debbie Carter**

Debbie asked the Council to approve the Consent Agenda.

Melody Wilson made the motion to approve the Consent Agenda contracts. Janice Eggers seconded.

Ayes: All      Nays: None      Abstain: None

### **16. Information: Director’s Update – Peter Sagebiel**

- **2010-11 Enrollment:** Enrollment continues to go well and is at 684; FCS enrollment continues to trend upward.
- **Enrollment Policy:** The policy will be sent to the Council for review before the next meeting; the Faculty Council has given some good feedback on the new policy.

- **Brown Act Training:** Reminder that the training is planned for November 30 at 5-7:30; at the NCSoS.
- **Harvest Festivals:** Both the K-8 Block Class and PACE harvest festivals were fun filled days; the office staff took time to visit. Kelly reported on the successful festival in Foresthill and explained 'trunk or treat' to the Council.
- **Other:** FCS had two visitors from the Foresthill area this past week; they visited the resource library and met with librarian/resource facilitator Valerie Jones. Peter discussed the FCS drug/alcohol procedures in place; Peter, Paul and BJ have been working with GVPD 'Officer Zach' to set up a co-operative effort on drug issues and students lingering in Grass Valley. The administration feels that they have made a lot of positive steps regarding this issue at the high school block classes.

#### **17. Discussion: Future Agenda Items**

- Budget expense training
- Possible Foresthill meeting—Kelly Chandler
- WASC Mid-term Report
- Single Plan for Student Achievement
- Exclusion of Alcohol at School Related Events Policy review
- FCS Foundation Report
- Enrollment Policy

#### **18. Information: Reminder of Future Meeting**

- 2010—December 14 (if needed)
- 2011—January 18; February 15; March 15; April 12; May 17 Foresthill; June 14

#### **19. Action: Adjourn at 7:55 PM**

Kelly Chandler made the motion to adjourn. Melody Wilson seconded.

Ayes: All

Nayes: None

Abstain: None

**Respectfully submitted:**

---

Nancy Nobles, Secretary

---

Date

**Charter Council Approved:**

---

Pam Barram, Chair

---

Date

---

Melody Wilson, Vice-Chair

---

Date