

Forest Charter School

Monthly Charter Council Meeting Minutes—December 13, 2016

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

Council Members:

Dan Thiem, Chair
Julie Coffin, Parent Representative
Katia Hull, Parent Representative
Kaleen Ojeda-Chatigny, Parent Representative
Jean Watson, Parent Representative
Ruthanne Buckley, Community Rep., Vice Chair
Zoe Favour, Student Representative
Dave Stanger, ST Representative
Alex Torres, ST Representative
Nancy Nobles, Secretary

Minutes

Present: Dan Thiem, Ruthanne Buckley, Dave Stanger, Zoe Favour, Alex Torres, Julie Coffin, Katia Hull, Jean Watson (via conference call), Kaleen Ojeda-Chatigny, Peter Sagebiel, Debbie Carter, Paul Simoes and Nancy Nobles

Absent:

- 1. Call to Order: 5:32**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of December 13, 2016**

Dave Stanger made the motion to approve the Minutes. Kaleen Ojeda-Chatigny seconded.

Ayes: Ruthanne Buckley, Zoe Favour, Julie Coffin, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger

Nays: None

Abstain: Dan Thiem

- 4. Action: Adoption of the Agenda**

Katia Hull made the motion to approve the agenda. Ruthanne Buckley seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Zoe Favour, Julie Coffin, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger

Nays: None

Abstain: None

5. Discussion: Other

Nothing to report.

6. Public Hearing: College Readiness Grant—Debbie Carter

The public was given an opportunity to provide feedback on Forest Charter School's College Readiness Grant spending plan. Debbie explained that this is a one-time funding plan offered by the State, with the intent to provide high school pupils with support to achieve college readiness focusing primarily on low income students. The \$75,000 grant funds will be used in these areas: test preparation, development of honors/AP classes, outreach opportunities (college visit expenses, support person) and Sierra College class costs. Debbie added that she will submit a final draft to the Council for approval at the next meeting.

7. Information/Action: Charter Renewal—Peter Sagebiel

Peter asked the Council to approve the FCS Charter Renewal document that had been sent to the Council prior to the meeting for review. He explained that FCS had received good feedback from the County and that the document had been reviewed by the school's attorneys. Peter asked for any questions or comments; Dave Stanger noted a minor error, Nevada 'City' Office of Education should be 'County'. After Council approval, the document will be submitted to the Nevada City Office of Education.

Dave Stanger made a motion to approve, with amendment, the Charter Renewal. Julie Coffin seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Zoe Favour, Julie Coffin, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger

Nays: None

Abstain: None

8. Information: ESLR (Expected Schoolwide Learning Results) Review Process—Paul Simoes

Paul reviewed the WASC 'ESLRs' and explained the updating process for the upcoming WASC self-study. The staff has been working on new goals and parents, students and Council members will also be asked for input. Paul added that the ESLRs may be changed through this process.

9. Information/Action: 2016/17 Single Plan Approval—BJ Hatcher

In BJ's absence, Peter asked the Council to approve the FCS Single Plan. He explained that the Single Plan contains basic information on students and is done once a year. Peter said that the document is submitted due to federal funding received by the school. He added that the Single Plan is basically a mirror of our Action Plan and that it serves as a reminder to administrators on the goals, vision and where FCS is headed.

Kaleen Ojeda-Chatigny made a motion to approve the 2016/17 Single Plan. Alex Torres seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Zoe Favour, Julie Coffin, Katia Hull, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger

Nays: None

Abstain: None

10. Information: Auburn Office Space—Peter Sagebiel

Peter updated the Council on the Auburn office space that FCS is looking at leasing. The office would be used to support STs and families in the Auburn area; but not a learning center. FCS has found a space and is presently negotiating the lease. If an agreement is met the information will be presented to the Council for approval. Debbie added that the office space is projected in the Adopted Budget.

****Jean Watson arrived at the Truckee Learning Center**

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

Debbie asked the Council for approval of the new contracts and warrants.

Zoe Favour made a motion to approve the consent agenda. Dave Stanger seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Zoe Favour, Julie Coffin, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger

Nays: None

Abstain: None

12. Information: Director's Update –Peter Sagebiel

- **2016/17 Enrollment:** Enrollment is holding steady at approximately 730-735; enrollment appointments continue to be arranged for next semester: NC and Foresthill STs are all at capacity and the learning centers have wait lists.
- **Advertising in Truckee Area:** FCS is looking at advertising in Truckee newspapers, radio stations and at the local rec center.
- **Giving Event:** The remits continue to come in; the event has raised approximately \$1800; an e-mail reminder will be going out before the end of the year.
- **Staff Appreciation Lunch:** The annual holiday luncheon was held after the December staff meeting; the menu included a taco bar and desserts.
- **Winter Celebrations:** Celebrations are being held at each of the learning centers, including in NC on Wednesday and Thursday night in Truckee.
- **Charter School Development Services Conference:** Debbie attended the conference last week; she said it was a "great" event, adding that it is smaller than the CCSA conferences.
- **Other:** Nothing to report.

13. Discussion: Future Agenda Items

- LCAP (monthly) **not December
- Charter Renewal (monthly)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- One-Time Funds (as needed)
- Energy Plan Update-May
- Classified Job Descriptions
- SB740
- SB277 (immunization update)

- Revision to Employee Handbook (Debbie—spring)
- Salary Analysis
- FCS 2015 Taxes/Form 990 (January—Debbie)
- College Readiness Grant (Approval)
- Audit Results

14. Information: Reminder of Future Meetings

2017: 1/17; 2/7**; 3/14; 4/18; **5/23; 6/6
****Budget**

15. Action: Adjourn at 6:00 p.m.

Respectfully submitted:

 Nancy Nobles, Secretary

 Date

Charter Council Approved:

 Dan Thiem, Chair

 Date

 Ruthanne Buckley, Vice Chair

 Date