

Forest Charter School

Monthly Charter Council Meeting Minutes—February 15, 2011

Tuesday, February 15, 2011

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

Larry Homan, Community 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, Paul Simoes, Pam Barram, Kelly Chandler, Linda Smith and Nancy Nobles. Janice Eggers was present via conference call due to weather conditions.

Absent: Emma Robards, Sunny Heaps, BJ Hatcher and Melody Wilson

1. Call to Order: 5:34

2. Pledge of Allegiance

3. Action: Approval of February 15, 2011 Minutes

Larry Homan made the motion to accept the Minutes from the October meeting. Linda Smith seconded.

Ayes: All Nays: None Abstain: None

4. Action: Adoption of the Agenda

Larry Homan made the motion to adopt the Agenda. Kelly Chandler seconded.

Ayes: All Nays: None Abstain: None

5. Discussion: Other

Nothing to report.

6. Information/Action: 2010-11 2nd Interim Budget – Debbie Carter

Debbie reviewed for the Council the Narrative on the 2nd Interim Budget, including the Budget Summary and the FCS Cash Flow, identifying the fiscal challenges schools are currently facing and how FCS is meeting these challenges.

Debbie also reviewed and asked for approval of the 2nd Interim Budget and the FCS Three Year Projection.

Debbie reminded the Council of the importance of remaining conservative when budgeting projected numbers and that with the present economy FCS continues to look at solutions for budget and cash flow challenges expected to continue into next year.

Janice Eggers moved to approve the 2010-11 2nd Interim Budget and 3 Year Projection. Larry Homan seconded.

Ayes: All Nays: None Abstain: None

7. Information: TTUSD MOU–Peter Sagebiel

Peter reported to the Council on the MOU with TTUSD. All parties have signed the MOU and it is on the way from the attorney's to TTUSD. Peter said that overall the process went smoothly and added that the \$250,000 should be released to FCS soon.

8. Information/Action: SARC (School Accountability Report Card)–Peter Sagebiel

Peter explained that the SARC is required by the State for all schools and is to be posted on school websites. It includes hard, factual data (numbers) and is set up more for site based schools than home study programs, thereby making some sections difficult for a personalized learning school to fill out. SARC is made available for prospective parents to compare school performances.

Possible corrections were noted and the Council decided to table the item until next month. Peter will bring the SARC back to the Council with corrections for approval.

Kelly Chandler made a motion to table SARC until the next meeting. Linda Smith seconded.

Ayes: All Nays: None Abstain: None

9. Information/Action: Enrollment Policy—Peter Sagebiel

Peter presented the Enrollment Policy to the Council and explained how the recommended changes had been put in place. He asked the Council for approval.

Linda Smith made a motion to approval the Enrollment Policy. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

10. Information: Student Achievement – BJ Hatcher

In BJ's absence, Peter reported on the February CAHSEE testing. He said that four seniors need to pass and that results will be given in during April. Peter added that the students all took this seriously and worked hard to prepare.

Peter also explained that the CAHSEE intervention for 12th graders will be starting in mid-March. Intervention includes a focus on math and test taking skills. He added that there will be more practice tests for students to take.

11. Information/Action: Independent Educational Evaluation Policy – Peter Sagebiel

Peter presented to the Council the Independent Educational Evaluation Policy. He explained that it had been recommended by the Special Ed Director, Jeff Kirishian. The policy covers requests that families can make for independent evaluations and helps place limits on those requests. Peter asked the Council to approve the policy.

Larry Homan made a motion to approve the Independent Educational Evaluation Policy. Kelly Chandler seconded.

Ayes: All Nays: None Abstain: None

12. Information: Facilities Update – Peter Sagebiel

Peter reported to the Council that FCS continues to look at options in the area including the NCE building. The administrators looked at a piece of property close to the NCSos that the property owner is interested in developing.

13. Information: Local SELPA (Special Education Local Plan Area) Update—Peter Sagebiel

Peter read to the Council the letter of intent regarding the application with the local SELPA to become an LEA for the provision of special education services. The letter was sent to the SELPA. Peter explained the process to the Council.

14. Information /Action: Revised Salary Schedule—Debbie Carter

Debbie asked for this item to be tabled until next month.

Larry Homan made a motion to table the Revised Salary Schedule. Linda Smith seconded.

Ayes: All Nays: None Abstain: None

15. Information/Action: CCSA Emergency Loan Program—Debbie Carter

Debbie presented to the Council information on a CCSA (CA Charter Schools Assoc.) loan option. She explained that this loan is a “long shot” and that FCS will probably not meet the requirements but that she will continue to look at other loan options available through CCSA and other entities. Debbie wrote the resolution “with a general statement” of intent so that it will meet other loan opportunities. She asked that the Council members write a short bio or provide a resume to be included with loan applications when necessary. The members were asked to send these to Nancy by Thursday, 2/17.

Peter read the resolution to the Council and recommended that they move forward with approval as the CCSA is reputable and may provide other possible options. Debbie asked the Council for approval to sign resolution #1011-015-106, Authorization to Borrow through CCSA.

Janice Eggers moved to approve the signing of resolution #1011-015-106, Authorization to Borrow through CCSA. Larry Homan seconded.

Ayes: All Nays: None Abstain: None

16. Information: Strategic Planning—Peter Sagebiel

Peter reminded the Council of the upcoming Strategic Planning meeting on March 15th from 12:30 to 4:30 at the Nevada City office. He reviewed the process explaining that this will not be a “complete revamping” of the document, but more of an update. Peter added that FCS continues to do a good job on the original document plan and he is hopeful that the meeting will not take the full four hours.

17. Discussion: WASC Accrediting Update – Paul Simoes, Peter Sagebiel

Paul and Peter updated the Council on the WASC process explaining that FCS is in the self study year and that the WASC team will visit the school next year. WASC looks at the school’s action plan and also looks for “evidence” that tasks are being completed during the accrediting process. The school also follows the action plan over the years between WASC visits. The FCS staff has been broken in to seven work groups and each group is working on specific criterion during staff meetings.

Paul explained the ESLRs (Expected Schoolwide Learning Results) to the Council. The FCS ESLRs were developed six years ago and have been updated and trimmed from six to five with the input of FCS staff. The Council will be asked at the next meeting to approve the ESLRs.

18. Action: Consent Agenda – Debbie Carter

There were no contracts this month. Debbie asked the Council to approve the Consent Agenda.

Larry Homan made the motion to approve the Consent Agenda. Kelly Chandler seconded.

Ayes: All Nays: None Abstain: None

19. Discussion: FCS Education Foundation Report – Melody Wilson

In Melody's absence, Peter reported that the Foundation has set up a recruitment/information meeting on March 11th from 2-3:00 at the Nevada City main office. The meeting has been advertised in the newsletter and ESs have been asked to promote the event with their families.

20. Information: Director's Update – Peter Sagebiel

- **2010-11 Enrollments:** Enrollment continues to go well and is at approximately 690; Peter really appreciates all the work that the staff is putting towards the students.
- **Teacher Who Makes a Difference:** FCS nominated Heather Buck; Heather is an ES, K-8 block class coordinator, WASC group leader and holds positions on FCS committees.
- **FCS Website:** The new website is coming along really well; it is more dynamic, streamlined and easy to update; there are easy to use interactive calendars for families to use; anticipated launch is at the end of March. There will be a demo at the next Council meeting.
- **CCSA Regional Meeting:** Peter and Debbie attended in February. Discussions included: budget, loans, board meetings and the lawsuit regarding schools charging fees for activities and materials.
- **APLUS Regional Meeting:** Peter attended the meeting in Chico recently; Jeff Rice presented information on proposed legislation that would give Personalized Learning its own classification for Ed Code.
- **Other:** Administrators are looking at how to organize the policy binder; Peter apologized for the delay. Peter also reminded the Council of the upcoming Director's evaluation.

21. Discussion: Future Agenda Items

- Budget expense training
- ESLRs (Action)
- Director's evaluation (March)
- Revised Salary Schedule
- SARC

22. Information: Reminder of Future Meeting

- March 15; April 12; May 16 (Foresthill); June 14

23. Action: Adjourn at 7:37 PM

Linda Smith made the motion to adjourn. Kelly Chandler 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