

Forest Charter School

Monthly Charter Council Meeting Minutes—February 9, 2016

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

Council Members:

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

Minutes

Present: Dan Thiem, Dave Stanger, Alex Torres, Ruthanne Buckley, Davia Pratschner, Jean Watson, Kaleen Ojeda-Chatigny, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher and Nancy Nobles

Absent:

- 1. Call to Order: 5:36**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of January 19, 2016**

Dave Stanger made the motion to approve the Minutes. Katia Hull seconded.

Ayes: Dan Thiem, Davia Pratschner, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

4. Action: Adoption of the Agenda

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

Ayes: Dan Thiem, Davia Pratschner, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

5. Discussion: Other

Nothing to report.

6. Information/Action: 2015/16 2nd Interim Budget—Debbie Carter

Debbie presented to the Council the 2015/16 2nd Interim Budget, Budget Narrative, 3 Year Projection and Cash Flow for review and approval. The Council was sent the budget information electronically for review. Debbie explained the narrative to the Council and the budget breakdown. Special attention was paid to the upcoming STRS increases which were reflected in the 3 Year Projection.

Jean Watson made the motion to approve the 2015/16 2nd Interim Budget and 3 Year Projection and Cash Flow. Dave Stanger seconded.

Ayes: Dan Thiem, Davia Pratschner, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

7. Discussion: Planning for 2016/17 Adopted Budget—Debbie Carter

Debbie opened a discussion with the Council on financial options for next year's budget including benefits, STRS and COLA. The focus is on the upcoming increase to the STRS fund over the next few years and its impact on the FCS budget. Debbie added that she will bring STRS projections to the next meeting to share with the Council. Jean mentioned an interest in supporting benefits again next year.

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

BJ explained that the State's incorrect and missing data was corrected and has been added to the SARC.

Ruthanne Buckley made a motion to approve the SARC with the new testing data. Alex Torres seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None

Abstain: None

9. Action/Information: 2016-17 School Calendar —Peter Sagebiel

Peter presented to the Council the draft 2016/17 school calendar. He noted that the spring break lines up with both Nevada Union and Tahoe/Truckee. The Council felt that having the first semester end before December break was the most beneficial for the school.

Kaleen Ojeda-Chatigny made a motion to approve the 2016-17 calendar. Dave Stanger seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger.

Nays: None
Abstain: None

10. Information: Student Achievement—BJ Hatcher

BJ updated the Council on the Benchmark Assessment. He said that the emphasis now is on the 9-12th grades to develop benchmarks; the State recently mandated a 9th grade math placement test. BJ added that the committee met recently and has a focus on setting up a placement test, tracking students and installing local benchmarks for math and ELA.

BJ reported that FCS is set for the CAASPP testing this spring. STs recently received their TOMs and digital libraries.

11. Information: LCAP (Local Control Funding Formula)—Peter Sagebiel, Debbie Carter

Peter and Debbie updated the Council on the LCAP. They are beginning the process to develop the 2016 SARC. This process includes getting input from stakeholders, completing the annual update and developing a new third year for the plan. Peter added that the intervention process that came out of the initial SARC process is positively impacting the students who need support.

12. Information: Energy Plan Update—Debbie Carter

Debbie updated the Council on the Energy Plan. She explained that the CA Energy Commission calculators were revised after our audit was completed which reduced the number of our SIR (Savings to Investment Ratio) significantly, it is likely that FCS will return the majority of the state funding.

13. Discussion: Director's Evaluation Committee—Dan Thiem

Dan reported to the Council on the recent committee meeting. The staff survey will be going out soon. The survey includes questions relevant to Peter's goals and will be used when completing his evaluation. Dan added that a narrative style form will be sent to the committee and that they will receive a copy of Peter's goals as a tool for the evaluation.

14. Discussion: Enrollment Strategy—Peter Sagebiel, Debbie Carter

Peter opened a discussion with the Council regarding a maximum number of students FCS should enroll and the impact on staffing. The enrollment goal is 750; he added that this number is supported by STs and office staff. ST staffing for full enrollment is 774. Peter added that he feels 750 is a solid goal and our average with an 'ebb and flow' is around this number.

15. Information: NCSOs Annual Financial Report—Debbie Carter

Debbie reported to the Council on last year's audit report. FCS did well with no audit exceptions.

16. Information/Action: Letter to Parents Re: SB277-Vaccinations —Peter Sagebiel, Debbie Carter

Peter reviewed a draft of the parent information letter with the Council. The notification letter will inform parents of FCS's stance on student immunizations as a non-classroom based school. The letter will be posted on the website and included in the parent notification forms. Peter added that

the Faculty Council had approved the draft letter. The Council felt that the letter clarified FCS's position.

Jean Watson made a motion to approve the vaccination letter to parents. Katia Hull seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger

Nays: None

Abstain: None

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

Dave Stanger made a motion to approve the consent agenda. Katia Hull seconded.

Ayes: Dan Thiem, Davia Pratschner, Ruthanne Buckley, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres and Dave Stanger

Nays: None

Abstain: None

17. Information: Director's Update –Peter Sagebiel

- **2015/16 Enrollment:** 741 with 7 or 8 pending; close to capacity.
- **Business Services Award:** Debbie received the Business Director of the Year award earlier this week; the award was well deserved; a large group was in attendance to celebrate Debbie's award.
- **YM&C Charter School Symposium:** Debbie and Peter recently attended a presentation in Sacramento that covered legal issues and updates to laws impacting schools.
- **Truckee New Office Hire:** FCS hired an administrative assistant, Nicole Walterscheid; she will assist Janice in the office; she has a background in our SIS and with purchase orders.
- **NCSoS Interview Committee:** Peter has been sitting on the interview committee for the new associate supervisor position; they have offered the job to a candidate, but he didn't know if she had accepted.
- **Monthly Admin Meeting:** The administrators are holding off campus meetings once a month. This meeting allows them an opportunity to work on goals and what they see as school needs that they want to improve on.
- **Charter Renewal:** Our charter expires July 1, 2017; we will want to submit our new charter to the county in the late fall of 2016; administrators will start working on it this spring; this is a five year renewal.
- **Other:** nothing to report.

18. Discussion: Future Agenda Items

- LCAP (monthly)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- Energy Plan Update (as needed)
- One-Time Funds (as needed)
- Classified Job Descriptions
- SB740
- Five Year Plan/STRS Analysis
- Salary Schedule (March)
- Closed Session Director's Evaluation (March)

19. Information: Reminder of Future Meetings

2016: 3/15; 4/19; 5/24**; 6/7

****Budget Meetings**

20. Action: Adjourn at 7:02 p.m.

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Ruthanne Buckley, Vice Chair

Date