

Forest Charter School

Monthly Charter Council Meeting Minutes—March 15, 2011

Tuesday, March 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, Larry Homan Kelly Chandler, Linda Smith, Emma Robards, BJ Hatcher and Nancy Nobles. Janice Eggers was present via conference call due to weather conditions.

Absent: Sunny Heaps and Melody Wilson

1. Call to Order: 5:31

2. Pledge of Allegiance

3. Action: Approval of February 15, 2011 Minutes

Larry Homan made the motion to accept the Minutes from the February meeting. Emma Robards seconded.

Ayes: All Nays: None Abstain: None

4. Action: Adoption of the Agenda

Linda Smith made the motion to adopt the Agenda. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

5. Discussion: Other

Nothing to report.

6. Information: Website Presentation—Steve Ross

In Steve's absence, Peter presented to the Council an overhead projection of the new website that is being launched soon. The process started last spring and is expected to be completed at the end of March. The site will be both staff and student/parent friendly with features such as: site shortcuts, an interactive calendar, easy to find keys (gallery, foundation, portal, calendar) and the ability for staff to post updates quickly.

7. Information/Action: June Deferral—Debbie Carter

Debbie reviewed for the Council the State deferrals and impact on the school's cash flow. Based on Governor Brown's budget, the June apportionment is being deferred from June to July of 2011. Debbie will examine the cash flow closely and will submit an application for a waiver if necessary. She asked the Council to approve the application of a June deferral waiver.

Linda Smith made a motion to approve the application for a June deferral waiver. Kelly Chandler seconded.

Ayes: All Nays: None Abstain: None

8. Information: State Budget Update—Debbie Carter

Debbie reported to the the Council that she will start bringing a Cash Flow report to the monthly meetings so that the members will be informed about the budget on a regular basis. Kelly asked that they be sent electronically before the meetings. Debbie added that the deadline for the Governor to get the special election on the ballot is passing. Peter said that this is a "major crisis" for the State.

Debbie explained to the Council that the administrators and faculty council are presently brainstorming on how to restructure the instructional budgets for the next school year. FCS wants to look at how to best support the students and keep options open while protecting and honoring all facets of the FCS program. Janice asked if a new budget guideline will be in place for the 2011-12 school year; Debbie replied that it will be up to the Council, but that the administration will likely recommend it.

9. Information: TTUSD MOU—Peter Sagebiel

Peter reported to the Council that the TTUSD money had, after four years, been received. He added that there was “nothing else to report, finally.”

10. Information/Action: SARC (School Accountability Report Card)—BJ Hatcher

BJ presented an overhead projection of the SARC report for the Council. He explained the process of completing the report and that it had become more time consuming this year due to the fact that data is no longer being organized by the state and now needs to be formatted by each school. BJ noted that he was able to tailor some of the templates to fit FCS’s program more accurately.

BJ reminded the Council that the SARC is required by the State for all schools and is to be posted on school websites, SARC is designed 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 and includes data such as: API and AYP rankings, basic contact information, school finances and curriculum.

Kelly Chandler made a motion to approve the SARC. Emma Robards seconded.

Ayes: All Nays: None Abstain: None

11. Information: Form 700—Nancy Nobles

Nancy explained the Statement of Economic Interest Form 700 to the Council members and gave them their annual form. Council members completed the form and returned them. Absent members will be contacted to stop by the FCS office for their copy to complete.

12. Information: Student Achievement – BJ Hatcher

- BJ presented the March results on the 10th grade CAHSEE testing. Eight students were missing—he said we will need four of the eight to test to attain 95% participation, goal for AYP. BJ said that overall the testing went well and that the Baptist Church was a great place to use as a testing site.
- BJ updated the Council on the 12th grade CAHSEE intervention program. There are presently 4 enrolled students and one un-enrolled student (12th +) using the program. The students are enrolled in a class which provides worksheets, study guides and tutoring. Most of the students need to pass the math portion; two need ELA. Starting at the end of March the students will meet once a week.

There is a possibility that the program will be available for 11th grade students but money is limited for CAHSEE intervention.

13. Information: Facilities Update – Peter Sagebiel

Peter reported to the Council that he had attended a N.C. School Board Meeting and that Yuba River Charter School had put a bid on the NCE building. They are willing to take a three year lease (which FCS is not) and negotiations are presently going on. Also under discussion is the possible closing of Gold Run School. FCS would possibly be interested in that school if it becomes available. The layout of the school would accommodate FCS with the spread of K-12th grades. The school would be more efficient when it comes to heating and air conditioning.

Peter also said that FCS is still considering the property across from NCSoS and that the property owner seems to be excited about this prospect. Realtor Scott Hicks is looking at this possibility and checking on City requirements for building.

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

Debbie explained the Salary Schedule revision for the Council. Because of growth, FCS is using more substitute teachers and the revision will add hourly, ½ day and whole day rates.

Larry Homan made a motion to approve the Revised Salary Schedule. Emma Robards seconded.

Ayes: All Nays: None Abstain: None

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

Debbie presented to the Council an update on a CCSA (CA Charter Schools Assoc.) loan option. As somewhat expected, FCS was declined because the school is not currently a 501(c)3. Presently the administrators are looking at options of becoming either an independent school or obtaining 501(c) status.

No action was needed.

16. Information: Director's Evaluation—Debbie Carter

Debbie provided the Council with the Director's Evaluation form and went over the process. The Council will meet in closed session at 4:30 before the April meeting to compile the evaluation. The Council was reminded that student representatives do not participate in the process; however the Council can invite other staff members in to the closed session (administrators, secretary, etc.)

BJ recommended that if any changes need to be done to the evaluation process it should be discussed and put in place immediately after the process is completed instead of waiting until the next year's evaluation. The Council agreed.

17. Information/Action: WASC Accrediting – Paul Simoes

Paul explained that WASC is a self study process formed using writing, thinking and formulation to look at opportunities for growth within a school. Paul will be attending a WASC training session on Friday, March 18th in Sacramento.

While FCS staff continues to work on the WASC criteria within their groups, Paul, Peter and BJ are working on the rest of the report and a draft will be presented to the Council.

Paul explained the ESLRs (Expected Schoolwide Learning Results) to the Council. He asked the Council for any input or corrections. The FCS ESLRs were developed six years ago and have been updated with the input of FCS staff.

Janice Eggers made a motion to approve the ESLRs. Larry Homan seconded.

Ayes: All Nays: None Abstain: None

18. Information: Tdap Booster Requirement—Peter Sagebiel

Peter presented information to the Council on the new Tdap booster shot requirements set forth by the State. The new mandate was put in place because of recent outbreaks of whooping cough. The requirements mandate that 6th through 11th grade students need to be immunized (or have a waiver in place) before the start of the 2011-12 school year.

Peter added that there is a free clinic on April 5th. FCS has set an April 15th deadline for students to have either proof of immunization or a waiver in place at the school.

19. Information: County Oversight Meeting—Peter Sagebiel, Debbie Carter

Peter reported to the Council that the recent annual County Oversight Meeting with the County had gone very well. Stan Miller and Donna Fitting visited the school and discussed human resources, business and fiscal best practices, education program, STAR and credentialed teachers for the report. The discussion included good feedback from the County.

Peter said that in the past FCS has had consistently high scores and that he expects a good report from the County this year.

20. Action: Consent Agenda – Debbie Carter

Debbie asked the Council to approve the Consent Agenda.

Janice Eggers made the motion to approve the Consent Agenda. Kelly Chandler seconded.

Ayes: All Nays: None Abstain: None

21. Discussion: FCS Education Foundation Report – Melody Wilson

In Melody's absence, Peter reported on the Foundation recruitment event, which was only attended by present Foundation members. A discussion was held on future fund drive ideas. Peter added that the Foundation needs to be parent and community driven. He appreciates that the staff has helped to fill in positions while there is a need.

22. Information: Director's Update – Peter Sagebiel

- **2010-11 Enrollments:** Enrollment continues to go well and is at approximately 685; due to the high enrollment number, administration has decided not to hold a lottery at this time.
- **San Diego CCSA Conference:** Debbie and ES Susan Binon attended the recent conference; Debbie reported that it was a “great conference” with many good break outs including: cash flow, facility, health benefit options and budget information. The film Waiting for Superman was shown.
- **Pathways/Calpads Update:** Peter explained that Calpads took the place of CBEDS; FCS was required to put data in place and has asked Pathways to work with us and Calpads; seems to be an easy transition.
- **Other:** Peter and Paul made a presentation at the NCSoS office on FCS; area superintendents were also at the meeting.

Peter noted that Donna Fitting, NCSoS Associate Superintendent, was very impressed with Debbie's 2nd Interim submission.

Peter thanked ES Linda Smith for her involvement with local tournaments. Linda reported that FCS had 9 participants in the recent speech tournament and that 3 went to the semi-finals. FCS had participation in all grade levels.

23. Discussion: Future Agenda Items

- Budget expense training

24. Information: Reminder of Future Meeting

- April 12 (closed session at 4:30); May 16 (Foresthill); June 14

25. Action: Adjourn at 7:20 PM

Linda Smith made the motion to adjourn. Kelly Chandler seconded.

Ayes: All

Nays: None

Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Pam Barram, Chair

Date

Melody Wilson, Vice-Chair

Date