

Forest Charter School

Monthly Charter Council Meeting Minutes—March 15, 2016

5:30 p.m. Closed Session

5:45 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, Jean Watson, Kaleen Ojeda-Chatigny, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Jenny Wells and Nancy Nobles

Absent: Katia Hull and Davia Pratschner

1. Call to Order: 5:34

2. Pledge of Allegiance

3. Closed Session:

The Council will met in Closed Session in compliance with the Brown Act on these two items:

- Director's Evaluation
- Approval of Transitional Kindergartener enrollment

Back in Session: 5:46

Approval of the enrollment of a transitional kindergartener was approved.

Alex Torres made the motion to approve the enrollment of a transitional kindergartener. Kaleen Ojeda-Chatigny seconded.

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

Nays: None

Abstain: None

4. Action: Approval of Minutes of February 9, 2016

Jean Watson made the motion to approve the Minutes. Dave Stanger seconded.

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

Nays: None

Abstain: None

5. Action: Adoption of the Agenda

Ruthanne Buckley made the motion to approve the agenda. Kaleen Ojeda-Chatigny seconded.

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

Nays: None

Abstain: None

6. Discussion: Other

Visitor Jenny Wells (FCS receptionist) made a presentation on possible options for changes or an upgrade to the FCS website.

7. Discussion: Upcoming Elections—Dan Thiem

Dan discussed with the Council the upcoming 2016-17 Charter Council election. He explained the process and asked the members that have terms coming to an end to let him know if they are interested in running again. Terms that are ending: Ruthanne Buckley, Dan Thiem, Davia Pratschner, Kaleen Ojeda-Chatigny and Dave Stanger.

8. Information: Cash Flow—Debbie Carter

Debbie presented to the Council the Cash Flow through February for review. She said that Chicago Park School District tax funds have been received regularly and that FCS is on target with the spending of funds. Debbie asked the Council if they would like to continue with monthly reports or go to quarterly reports. The Council agreed that they appreciate the monthly reports.

9. Information/Action: 2016-2017 Salary Schedule—Debbie Carter

Debbie asked for the Council's approval of the 2016-2017 Salary Schedule for Certificated (ST), Administrative and Classified Salary Schedules that had been e-mailed to the Council for review. She explained that the only change was the increase to classified hourly minimum wages. The health benefit cap will remain the same, which could mean an increase to the employee out of pocket. Debbie added that the Salary Schedule was reviewed with the faculty and the office staff.

Ruthanne Buckley made the motion to approve the Salary Schedules presented. Kaleen Ojeda-Chatigny seconded.

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

Nays: None
Abstain: None

10. Information: Student Achievement—BJ Hatcher

BJ reported that FCS is set for the CAASPP testing this spring. Testing has been confirmed in the Auburn area. The majority of the testing will be the week of May 2nd. BJ added that the purchase of additional Chromebooks will help with flexibility in scheduling the testing.

BJ updated the Council on the Benchmark Assessment. He said that the emphasis now is on the 9th grade math placement test, which was recently mandated by the State. BJ added that all incoming 9th graders will be assessed and will be tracked through grades, class placement and teacher's recommendations. Students that are struggling will trigger support through intervention.

BJ also explained that assessments will be held in ELA for all high schoolers in October and February. The testing will be a short but comprehensive test prepared by Dawn Anthney. Grades will also be used to track progress. Council members Ruthanne Buckley and Alex Torres discussed the importance of fundamentals being taught to build a foundation in ELA.

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

Peter and Debbie presented:

- **2016 LCAP timeline:** Peter reviewed what the LCAP is; the draft will be finalized in April and presented to the Council.
- **Data collection for 2015 LCAP:** We are using data from 2014/15 because the current year data is not available for the April report.
- **General update:** this is part of the new funding formula; Peter added that the intervention process is positively impacting the students who need and that FCS is staying on the intervention course for now.

12. Discussion: Five Year Plan/STRS & PERS Analysis—Peter Sagebiel, Debbie Carter

Peter and Debbie presented to the Council a six year plan in regards to the STRS and PERS cost increases. Debbie provided a six year projection that showed FCS budget estimates through the year 2021 and the impact that the increase in STRS and PERS (\$313,000) will have over the next six years. Debbie added that STRS should be fully funded by 2021.

13. Information: SB740 Funding Determination Application—Debbie Carter

Debbie updated the Council on the SB740 application process. She explained that 40% of the school's budget needs to be spent on credentialed teachers and 80% on instructional (which includes the 40%.) SB740 figures will be based on 2015/16 expenditures.

14. Information: Staff and Parent Survey Results—Peter Sagebiel, BJ Hatcher

Peter and BJ presented to the Council the results of the recent FCS staff and parent surveys. BJ highlighted both of the survey responses. He reported that there were 185 families that responded to the Parent Survey and that the responses broke down to the same percentage enrolled at each of the three learning centers. This was an excellent sampling from the FCS families. Key points included a lack of knowledge of the LCAP, effort will be put forward to get that information out to parents in

the future; an interest in an FCS mobile app; college goals and requests for training in the area of math.

The staff survey was completed by 48 employees (close to 100%.) BJ reported that the staff was also a little confused about the LCAP; everyone feels safe at the learning centers; they would like more Common Core and professional training opportunities; and more training opportunities for parents.

15. Information/Action: Energy Plan Update—Debbie Carter

Debbie updated the Council on the Energy Plan. She reminded the Council 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. Debbie explained there are many restrictions and deadlines that are very tough to meet with FCS's current staff and that the pay out to FCS is unclear.

Debbie said that if the Nevada City School District would like to support FCS in proceeding and that it could still be an option to move forward. The Council agreed that checking with NCSD would be a good step, but if they are not interested, FCS should not proceed with the Energy Plan. Debbie will report back to the Council at the next meeting.

Jean Watson made a motion to approve moving ahead on the Energy Plan if the Nevada City School District is interested or, if not, to stop moving forward with the plan. Kaleen Ojeda-Chatigny seconded.

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

Nays: None

Abstain: None

16. Information/Action: Surplus Laptops—Debbie Carter

The Council approved the surplus of one older laptop.

Alex Torres made a motion to approve the surplus of an old laptop. Ruthanne Buckley seconded.

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

Nays: None

Abstain: None

17. Information/Action: New Chromebooks—Peter Sagebiel, Debbie Carter

Peter and Debbie asked the Council for approval to move towards the concept of Chromebooks. They explained that Chromebooks are less expensive to purchase and maintain. The pilot groups (6-8th PACE and high schoolers) has gone very well this year. Dave Stanger added that his students are very happy with their Chromebooks. Debbie added that the next purchase would be a better grade and would cause approximately \$300 each. The plan is to purchase 306 new Chromebooks for the 2016/17 school year.

Ruthanne Buckley made a motion to approve the purchase of Chromebooks up to \$110,000. Dave Stanger seconded.

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

Nays: None

Abstain: None

18. Information: Foundation Update—Peter Sagebiel

Peter and Debbie updated the Council on:

- **2015/16 Giving Campaign:** There is approximately \$16,000 in the Giving Campaign general fund.
- **Possible dissolution of the Foundation:** Not a good idea because the foundation would lose their exemption status; money would be shifted into the school's general fund and would be restricted by the school's policies.

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

Ruthanne Buckley made a motion to approve the consent agenda. Kaleen Ojeda-Chatigny seconded.

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

Nays: None

Abstain: None

20. Information: Director's Update –Peter Sagebiel

- **2015/16 Enrollment:** Holding at 748.
- **Online Portfolios:** Administrators are looking at options; planning to pilot in the fall.
- **FCS Mobile App:** Considering this possibility since so many people use their phones as their primary internet option now.
- **New Family Information Nights:** February's went well; next one is scheduled for April 26th.
- **County Collaboration Safety Meeting:** The monthly meetings are held at the County office and attended by safety personnel in the area; Peter is also on the safety committee now.
- **Political Action:** Peter sent out an e-mail today; the CCSA doesn't think the initiative will go anywhere; it is unlikely that it will move forward. Our County is very supportive of charters, but not all counties are.
- **Mandated Policies:** We are going over the list supplied by the FCS attorneys; many are completed, moving in the right direction.
- **Safety Drills:** The safety drills went smoothly; the Council suggested running a drill with no warning to students in the future (over grades K-5th.)
- **Redwood Room Improvements:** New cabinets, outlets, sinks, flooring and chemical resistant tables are being installed.
- **Other:** Placer County Career Tech Education is now replacing ROP and will be available to FCS students.

21. 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
- Closed Session Director's Evaluation
- Remaining Salary Schedules

22. Information: Reminder of Future Meetings

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

****Budget Meetings**

23. Action: Adjourn at 7:34 p.m.

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Ruthanne Buckley, Vice Chair

Date