

Forest Charter School

Monthly Charter Council Meeting Minutes—March 24, 2010

Tuesday, March 24, 2010
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
Kathy Rodrigue, Parent Representative
Melody Wilson, Vice-Chair/ Parent Representative
Janice Eggers, ES Representative
Linda Hill, ES Representative
Gary Wright, Community Representative
Samantha Buck, Student Representative
Nancy Nobles, Secretary

Minutes

Present: Peter Sagebiel, Pam Barram, Debbie Carter, Linda Hill, Janice Eggers, Sunshine Heaps, Kathy Rodrigue, Gary Wright, Kelly Chandler, Melody Wilson and Nancy Nobles.

Absent: Samantha Buck

1. Call to Order: 5:31 pm

2. Pledge of Allegiance

3. Action: Approval of February 23, 2010 Minutes

Linda Hill made the motion to accept the Minutes as corrected from February 23, 2010. Janice Eggers seconded.

Ayes: Seven Nays: None Abstain: Sunny Heaps

4. Action: Adoption of the Agenda

Kelly Chandler made the motion to adopt the Agenda. Sunny Heaps seconded.

Ayes: All Nays: None Abstain: None

5. Discussion: Other

Janice Eggers reported to the Council that the FCS Truckee students have been accepted by the TTUSD to be included in the high school sports program. She suggested that Foresthill families should look at local school regulations for possible inclusion in local school sports programs.

6. Information: AVA Presentation – Peter Sagebiel, Dave Taylor, Cathy Taylor

Peter introduced Dave and Cathy Taylor of American Virtual Academy, an online curriculum program based in Arizona. The Taylors gave a PowerPoint presentation which included the history of AVA and the founder, benefits of online services and curriculum design. They also showed a demonstration of the database and explained the accessibility for students, parents and teachers.

Benefits included supplements to FCS course offerings, a high tech option for students, options for summer courses and flexibility in staffing. Peter and Debbie will be meeting with AVA and reporting back to the Council with more information.

7. Information/Action: TTUSD Update – Peter Sagebiel

- Peter reported to the Council on the recent meeting he attended with Superintendent Holly Hermansen, Truckee Superintendent Steve Jennings, Business Manager Steve Dickinson, and Twin Ridges Director Jenny Travers. An agreement was reached to return the \$250,000 owed to FCS. Peter said that the meeting had gone very well and that the relationship with TTUSD has improved greatly with things like TTUSD providing FCS summertime work permit signatures and student access to participating in TTUSD athletics. He sees progress towards a healthy partnership in the future.
- Peter asked the Council for authority to sign the MOU with TTUSD. He explained that he didn't want to slow the process of receiving the money owed to FCS and would like to be able to sign the MOU as soon as possible.

Melody added that Peter should look at a deadline for future negotiations with TTUSD and that this should be written into the MOU.

Linda Hill moved to give Peter the authority to sign the MOU with TTUSD. Melody seconded.

Ayes: All

Nays: None

Abstain: None

8. Information: Student Achievement – BJ Hatcher

- BJ reported that of the six 12th graders that recently tested only one passed. Tutoring, work sheets and study guides are planned to support the students. FCS has six new students that need to pass either both or one subject of the CAHSEE. The next CAHSEE test dates are May 11th and 12th for 10th, 11th and 12th graders.
- BJ reported that STAR testing will be held April 19-23. All students are expected to attend. FCS will follow the pattern set last year by doing only math the first day and letting the testing run for four days since this worked well last year. There will be a fifth make-up test day.

BJ discussed the importance of a “buy in” on the part of the parents which helps in supporting and motivating students.

9. Information/Action: Field Trips – Debbie Carter

Debbie asked the Council to approve two field trips:

- Day trip to Coloma for gold panning and river rafting; June 1st; Foresthill Co-op; 3rd grade and above
- Three day/two night trip to Point Reyes; April 25th-27th; PACE Co-op; K-5

Kelly Chandler made a motion to approve the two field trips. Melody Wilson seconded.

Ayes: All Nays: None Abstain: None

10. Information/Action: Field Trip Procedure – Peter Sagebiel, Debbie Carter

Peter and Debbie asked that the field trip procedure be tabled to the next meeting.

11. Information: GRASP Update (Governance, Renewal, Assessment, Strategic Planning) – Peter Sagebiel

Peter gave an overview of the GRASP strategic planning presentation held earlier that day. He had copies of the FCS Strategic Plan Goals for the Council. The plan included goals, objectives performance targets and resources.

Peter told the Council that the administration will be reporting back to the Council monthly. He added that the administrators are open to brainstorming from the Council.

12. Information: Budget Training – Debbie Carter

Debbie asked to table the budget expense training to the next meeting. She asked the Council for input on any specifics they want covered.

13. Information: Update on the County MOU and Special Education JPA – Peter Sagebiel

- Peter presented to the Council information on the MOU between the NCCC (Nevada County Charter Cooperative) and the County. The new Superintendent, Holly Hermansen would like to see more clarity written in to the MOU to help develop the relationship between the County and the charters. A draft MOU is with the NCCC Directors and is being discussed.
- Peter presented to the Council information on the special education Joint Powers of Authority (JPA). Presently the NCCC works with the County in regard to hiring of special education employees. The NCCC is in the process of setting up a JPA which will lead to more flexibility and authority for the schools when hiring special education facilitators.

14. Discussion: FCS Foundation Update – Debbie Carter, Peter Sagebiel

- Peter reported to the Council that there had been a lot of positive discussion at the earlier GRASP meeting. The Council agrees that a list needs to be compiled of people of interest. A business plan and philosophy needs to be put in place before inviting community members and FCS parents to sit on the Foundation board. Peter had a handout for the Council of ideas from the Faculty Council.
- Debbie asked to table the approval of the spreadsheet on Foundation checks to the next meeting when it will be an action item.

15. Information/Action: 2010-11 Calendar – Peter Sagebiel

Peter asked to table the calendar until the next meeting. Presently, the draft calendar is close to last year's calendar and Peter was hopeful to have the final calendar by the next meeting. FCS is attempting to align to other county schools, and are therefore waiting for Nevada Union to publish its calendar.

16. Information/Action: FCS Giving Campaign – Peter Sagebiel

Peter gave the Council a copy of the draft letter and reminded the Council that it should come from the Foundation. The letter is still planned to go out at the beginning of the next school year. The Council felt that the letter should be finished by when the Foundation board is in place.

Peter has promoted the need for Foundation members in the newsletter.

17. Information/Action : Surplus Computers – Debbie Carter

Debbie asked the Council to approve the surplus of three older computers. She explained that the director of technology, Steve Ross has said that the computers are slow and outdated. Computers will be checked out for student usage.

Gary Wright moved to surplus three outdated computers. Linda Hill seconded.

Ayes: All Nays: None Abstain: None

18. Information: Director's Evaluation – Debbie Carter

Debbie provided the yearly Director's evaluation to each Council member and explained to the Council the process. There will be a closed session at the April meeting from 4:30-5:30 where Council members can brainstorm and talk freely before completing the Council's evaluation which will be presented to the Director in May.

19. Information: Facilities Update – Peter Sagebiel

Peter reported on the progress of possible new facilities for FCS. FCS is still exploring options and will be contacting a commercial real estate agent. There is a possible site coming available due to the possible consolidation in the Nevada City School District. Peter will have more information at future meetings. FCS is also looking at commercial real estate options.

FCS is also looking to move the Truckee site to the old Sierra College building which would fit well with Truckee's growth and stability.

20. Information/Action: Application for Bridge Loan – Debbie Carter

Debbie asked the Council to approve moving ahead with an application for a bridge loan and explained that a loan should be put in place to alleviate possible cash flow shortfalls anticipated next year. Schools continue to be challenged by deferred payments by the state.

Debbie met with Charter School Capital at the CCSA Conference and FCS was pre-approved for a loan. She explained that a bridge loan is comparable to a line of credit or a home equity loan and that FCS is in a good position presently to apply for a loan.

Janice Eggers made a motion to give authority for FCS to move forward with the process of applying for a bridge loan. Linda Hill seconded.

Ayes: All Nays: None Abstain: None

21. Action: Consent Agenda – Debbie Carter

Debbie asked the Council to approve the new contracts and warrants.

Linda Hill made the motion to approve the Consent Agenda contracts and warrants. Kathy Rodrigue seconded.

Ayes: Seven Nays: None Abstain: One

22. Information: Director's Update – Peter Sagebiel

- **Enrollment:** Enrollment is at 640; enrollment closed for the 2009-10 school year on March 22; enrollment exceptions are siblings and students new to the area
- **FCS information nights:** FCS has two more parent information nights scheduled at the office on March 31 and May 19 from 5:30-7:30—Dawn Anthney and Paul Simoes are heading these; Truckee has an information night on March 31st; Foresthill Co-op has an information meeting on April 27th
- **County oversight meeting:** FCS met with the County regarding their annual oversight meeting. FCS continues to get good marks and comments. There are a few areas that need to be addressed. Peter is hoping to complete them this Spring.
- **Co-op development:** FCS continues to develop the details for the NC/GV middle school PACE co-op and the Truckee 4th-5th co-op
- **CCSA Conference:** Peter, Debbie, BJ, Paul and FCS ESs attended the recent conference; Debbie made contact with a possible new website host and got information on bridge loads
- **New hires for the 2010-11 school year:** Michelle Litton was recently hired for the middle school co-op; Mark Keim has been hired as the Truckee 4th and 5th co-op teacher; both teachers presently work with FCS as tutors

- **FCS website:** FCS is looking at a possible new web host for the fall; FCS administrators and staff attended a webinar on March 23; the web host offers immediate postings (snow days, etc.) and a more interactive presentation; cost is the same as the present web host
- **Healthy Thinking Workshop:** Janice Eggers organized the Truckee workshop on positive thinking; approximately 15 administrators and ESs attended; Peter is hoping to bring the workshop to the entire staff soon; Linda Hill added that it was a good bonding experience for the staff and something that can be applied not just to school but all facets of your life
- **Other:** Nothing to report

23. Discussion: Future Agenda Items

- Foundation Board
- Bylaw update re: board elections
- Field trip procedure
- Spreadsheet on Foundation checks written—Action Item
- Budget expense training
- 2010-11 Calendar
- Job descriptions and wish list for Foundation

24. Information: Reminder of Future Meetings

- April 20 (please note: a closed session will be held from 4:30-5:30),
May 18, June 15

25. Action: Adjourn at 8:15 PM

Linda Hill made the motion to adjourn. Melody Wilson seconded.

Ayes: All Nays: None Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Pam Barram, Chair

Date

