

# *Forest Charter School*

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## **Monthly Charter Council Meeting Minutes—April 20, 2010**

**Tuesday, April 20, 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, Debbie Carter, BJ Hatcher, Paul Simoes, Linda Hill, Janice Eggers, Sunshine Heaps, Kathy Rodrigue, Kelly Chandler, Samantha Buck, Melody Wilson and Nancy Nobles.

**Absent:** Pam Barram, Gary Wright

**1. Call to Order:** 5:02; Melody Wilson is sitting as chair due to Pam's absence

**2. Pledge of Allegiance**

**3. Closed session 4:30-5:30**

- FCS Charter Council evaluation of executive director
- Samantha Buck, student, was excused from the closed session

**4. Information/Action: Reconvene to regular session and report on any action taken in closed session**

No action taken.

**5. Action: Approval of March 24, 2010 Minutes—GRASP**

Kelly Chandler made the motion to accept the Minutes from the GRASP meeting. Janice seconded.

Ayes: Seven      Nays: None      Abstain: one

**6. Action: Approval of March 24, 2010 Minutes**

Kelly Chandler made the motion to accept the Minutes from the meeting. Janice seconded.

Ayes: Seven      Nays: None      Abstain: one

**7. Action: Adoption of the Agenda**

Linda Hill made the motion to adopt the Agenda. Sunny Heaps seconded.

Ayes: All      Nays: None      Abstain: None

**8. Discussion: Other**

Nothing to report.

**9. Information/Action: American Virtual Academy Contract – Peter Sagebiel, Steve Ross**

- Peter explained to the Council that FCS has been in discussion with AVA on the contract for next year.
- Peter will bring more information on the AVA contract to the Council in May

**10. Information: TTUSD Update – Peter Sagebiel**

Peter reported to the Council that the progress with TTUSD continues to go very well. The check will be mailed fifteen days after the TTUSD Board and all other parties approve the MOU.

**11. Information: Student Achievement – BJ Hatcher**

- BJ reported that the STAR testing was going very well. FCS has the month of April to make sure that absent students have an opportunity to take the test. Peter applauded BJ on the wonderful job of organizing the testing.
- BJ reported that eleven seniors will be CAHSEE testing on May 11<sup>th</sup> and 12<sup>th</sup>. Individual tutoring is in place. FCS is now tracking students that transfer to other schools.

**12. Information/Action: Field Trips – Debbie Carter**

Debbie asked the Council to approve two field trips:

- Global Studies EOY trip to Lake Tahoe on May 13 & 14<sup>th</sup> ; 11-12<sup>th</sup> grade
- Global Studies EOY American River rafting trip; May 20<sup>th</sup>; 9-10<sup>th</sup>

Linda Hill made a motion to approve the two field trips. Samantha Buck seconded.

Ayes: All      Nays: None      Abstain: None

**13. Information/Action: Field Trip Policy & Procedure – Peter Sagebiel, Debbie Carter**

- Peter and Debbie presented the field trip policy and asked the Council for approval. Peter explained that the policy was written using the information presented by GRASP, discussions with the Council and sample policies. The new policy will give the administration more flexibility in approving field trips. Debbie gave the Council a copy of the policy; the policy was read aloud.

Kelly Chandler made a motion to approve the new field trip policy. Sunny Heaps seconded.

Ayes: All      Nays: None      Abstain: None

- Peter and Debbie discussed with the Council the field trip procedures as developed by the administration, in conjunction with the insurance company and with the Council's recommendations.

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

Peter presented to the Council information on the progress of the Best Practices Assessment recommendations and informed the Council that the recommendations continue to be worked on by the administration in order of priority.

**15. Information/Action: Appointment of FCS Director as negotiator – Peter Sagebiel**

Peter explained that it had been recommended that he ask the Council for approval to be the negotiator for FCS.

Linda Hill moved to appoint Peter Sagebiel as negotiator for FCS. Janice seconded.

Ayes: All      Nays: None      Abstain: None

**16. 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. He said that the Director's had made their recommendations and the County seemed comfortable with the changes. Peter feels a "happy medium" is being met and said that the negotiations are moving along well.

- Peter presented to the Council information on the special education Joint Powers of Authority (JPA) and said that this issue might be tabled until next year. Options continue to be explored and the hope is still to have the JPA in place soon.
- Peter explained to the Council that the proposed business services contract is still being worked on. The business services and costs are being clearly defined to reflect what services we are receiving.

**17. Information/Action: FCS Foundation Update – Debbie Carter, Peter Sagebiel**

- Debbie gave the Council copies of the FCS Foundation Status spreadsheet and went over all checks written from the Foundation account. She asked the Council for approval for the checks written.

Kathy Rodrigue made a motion to approve the Foundation checks. Sunny Heaps seconded.

Ayes: All    Nays: None    Abstain: None

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

Peter presented the draft calendar and explained to the Council that the NJUHSD calendar would not be approved until the next day. He asked that the Council approve the calendar as presented. If any changes are made he will notify the Council at the next meeting.

Linda Hill made a motion to approve the FCS 2010-11 calendar. Janice Eggers seconded.

Ayes: All    Nays: None    Abstain: None

**19. Information/Action: APlus Contract Renewal – Debbie Carter**

Debbie asked the Council for approval of the annual of the APlus membership. She explained the many benefits FCS receives from APlus including current information on legislation, information on independent study laws, and SB740. The cost of the contract is \$5000.00 and FCS will receive a 5% discount if paid before June 1, 2010.

Sunny Heaps made a motion to approve the APlus contract. Kelly Chandler seconded.

Ayes: All    Nays: None    Abstain: None

**20. Information/Action: Charter Council Bylaw Update – Peter Sagebiel**

Peter explained the revisions to the FCS Bylaws, which had been sent to the Council prior to the meeting. The recommended revisions were made by the MYM attorneys, as part of the GRASP process. Peter informed the Council that changes were made in order to make the bylaws more compliant with the Brown Act.

Melody said that she felt there were too many changes and felt that this issue should be tabled. Melody also asked that the proposed revisions be posted on the website prior to the Council's vote. Janice and Kathy responded that the recommended revisions were just in legal terminology and felt the Council should vote.

Kelly Chandler made a motion to accept the bylaws as amended. Janice Eggers seconded.

Ayes: Seven    Nays: One    Abstain: None

**21. Discussion: Council Member Elections – Peter Sagebiel**

Peter discussed with the Council the terms of Council positions and the election process. The terms for present Council members Samantha Buck, Linda Hill and Kathy Rodrigue will be ending and those positions will need to be filled by the June meeting.

**22. Information: Facilities Update – Peter Sagebiel**

Peter reported on the progress of possible new facilities for FCS. FCS is still exploring options and is working with commercial realtor Scott Hicks. The administrators will be visiting available sites and will keep the Council updated.

**23. Information/Action: Policy Approval – Peter Sagebiel, Debbie Carter**

Peter and Debbie presented to the Council the following policies for approval:

- Fiscal Controls
- Conflict of Interest
- Uniform Complaint Policy and Procedures
- Policy Against Harassment and Sexual Harassment
- Internal Complaint (“Whistle Blower” Policy)

In order for the Council to have more time to review these policies, a motion was made by Linda Hill to table this issue to the May meeting. Janice Eggers seconded.

Ayes: All    Nays: None    Abstain: None

**24. Action: Consent Agenda – Debbie Carter**

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

Kathy Rodrigue made the motion to approve the Consent Agenda contracts and warrants. Sunny Heaps seconded.

Ayes: All    Nays: None    Abstain: None

**25. Information: Director’s Update – Peter Sagebiel**

- **FCS information nights:** Peter reported that the information nights have been going very well. FCS has a parent information night scheduled at the office on May 19 from 5:30-7:30—Dawn Anthney and Paul Simoes are leading this effort.
- **Co-op development:** FCS continues to develop the details for the NC/GV middle school PACE co-op. New ES Michelle Litton is working with the other PACE ESs on the structure of next year’s program.

There is great interest in the Truckee area about the upcoming 4/5<sup>th</sup> co-op to be run by new ES Mark Keim. In addition, parents have expressed interest in a 2/3<sup>rd</sup> co-op. The administration is exploring this option.

- **FCS Website:** The plans for a new website have been postponed to next year; the present FCS website is now more accessible for Peter to make quick updates such as snow days.
- **Graduation:** June 4<sup>th</sup> at 5:00; 43 grads are planning on walking although others may be added to the list; the keynote speaker is Barry Freidman.
- **Prom:** Ticket sales are low; BJ may open the prom up to sophomores.
- **Other:** Nothing to report

#### **26. Discussion: Future Agenda Items**

- Budget expense training

#### **27. Information: Reminder of Future Meetings**

- May 25 (note this meeting starts at 4:30 with closed session), June 15

#### **28. Action: Adjourn at 7:41 PM**

Linda Hill made the motion to adjourn. Samantha Buck seconded.

Ayes: All      Nays: None      Abstain: None

**Respectfully submitted:**

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Nancy Nobles, Secretary

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Date

**Charter Council Approved:**

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Pam Barram, Chair

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Date

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Melody Wilson, Vice-Chair

Date

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