

Forest Charter School

Monthly Charter Council Meeting Minutes—May 16, 2011

Monday, May 16, 2011
5:00 p.m. Closed Session
5:30 p.m. Regular Session
22200 Foresthill Road
Foresthill, CA 95631

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: Pam Barram, Kelly Chandler, Linda Smith, Emma Robards, Janice Eggers, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Gina Holbrook, Erin Hunt, Leanne Engle, Denise Flemming and Nancy Nobles.

Absent: Sunny Heaps, Larry Homan

1. Call to Order: 5:09

2. Pledge of Allegiance

3. Closed Session: 5:00-5:30

- Evaluation of Executive Director Peter Sagebiel

4. Information/Action: 5:46 Reconvene to Regular Session

There was nothing to report from the closed session. The Council did not have a quorum. The matter will be on the agenda at the June meeting.

5. Action: Approval of Minutes of April 12, 2011

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

Ayes: All Nays: None Abstain: None

6. Action: Adoption of the Agenda

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

Ayes: All Nays: None Abstain: None

7. Discussion: Other

Nothing to report.

8. Information: 2011-12 Charter Council Elections—Pam Barram, Nancy Nobles

Pam and Nancy explained that the ballot boxes were ready for the learning centers and co-ops and would be distributed so that the voting could begin on May 18th. Statements of interest were presented to the Council for review. Ballots will be collected on May 27th. The new Council members will be notified by phone and invited to the June Council meeting.

9. Information: 2011-12 Adopted Budget—Debbie Carter

- Debbie reviewed a preliminary adopted budget with the Council. She explained that the final budget is due on May 27th and that she is waiting on guidance from the County and that she would know more after May 20th.
- Debbie reviewed the current year Cash Flow with the Council. She told the Council that it is a “good statement” that FCS is in a positive cash position in June. Peter added that FCS is sound fiscally thanks to Debbie and her conservative budget planning.
- Debbie asked that a special Council meeting be set for May 26th at 3:00 to approve the 2011-12 Budget.

10. Information/Action: Independent Study Policy—Peter Sagebiel

Peter presented to the Council the Independent Study Policy with proposed change. The change is to the maximum number of days allowed in a learning period. This change will allow FCS to have ten learning periods instead of eleven next school year. It is felt that there will be no loss to the academics and will benefit the ESs and the office staff by lessening the paperwork.

Emma Robards made a motion to approve the Independent Study Policy. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

11. Information: FCS application for Incorporation—Debbie Carter

Debbie told the Council that she has names of attorneys to contact and that the timeline to start this process is in the fall. The complete process takes approximately nine months.

12. Information/Action: Approval of Assurances (SELPA) —Peter Sagebiel

- Peter asked the Council to approve the SELPA Assurances required for membership in the Nevada County SELPA as an LEA for the purposes of providing special education services. He added that special education services are going well and support to FCS students is excellent.

Emma Robards made a motion to approve the SELPA Assurances. Linda Smith seconded the motion.

Ayes: All Nays: None Abstain: None

13. Discussion: Director's Evaluation Revision—BJ Hatcher

BJ is looking to "pare down" the existing evaluation form. He will have it done for either the June or August Council meeting for review and approval.

14. Information: Student Achievement – BJ Hatcher

- BJ presented information on the recent CAHSEE testing. He said the testing was "the best ever!" There was an 88.7% math pass rate, different because usually the ELA is higher.
- BJ told the Council that FCS recently had an audit by the State on the CAHSEE testing preparation. The audit went well and FCS passed. BJ explained that the state wanted to see that the tests were kept in a locked area.
- BJ updated the Council on the STAR testing participation. He reported that participation was 95% overall and 100% in the lower grades. Only ten students failed to test. BJ said that it looks as though FCS students did well and he thinks that the scores will reflect that. Test scores will arrive in August.

15. Information /Action: Academic Enrichment Policy—Peter Sagebiel

Peter presented to the Council the Academic Enrichment Policy and asked for approval. He explained that Sierra College makes changes in their requirements frequently and the administrators would like to look at the details as they change, with the Council looking more at the policy over procedure. Peter proposed a simple umbrella policy covering FCS procedures.

Kelly Chandler made a motion to approve the Academic Enrichment Policy as amended. Emma Robards seconded the motion.

Ayes: All Nays: None Abstain: None

16. Information: WASC Accrediting: Paul Simoes

Paul explained the WASC and the process that the administrators and staff have been working on to the guests. He added that the goal is to have the rough draft completed before the summer break and then to be finalized in August.

17. Discussion: Renewal Update—Peter Sagebiel

Peter presented to the Council an update on the renewal process. He reminded the Council that this document has to be renewed every five years and the draft will need to be submitted in August for feedback with the final being submitted in October or November. Peter says the rough draft is presently approximately 40 pages. He thanked all of the ESs and administrators that have been helping with this project.

18. Information/Action: Consent Agenda – Debbie Carter

Debbie asked the Council to approve the Consent Agenda.

Emma Robards made the motion to approve the Consent Agenda. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

19. Discussion: FCS Education Foundation Report – Melody Wilson

In Melody's absence, Peter reported on the Foundation. He said that there will be a thank you to the community in the newsletter and that the Foundation continues to look for board members. Peter added that the Foundation is considering the 2011-12 fundraiser being changed to give the option of donations made to specific co-ops or learning centers.

20. Information: Director's Update – Peter Sagebiel

- **2010-11 Enrollments:** Enrollment continues to go well and is at approximately 680 students; Peter acknowledged the ESs for holding extra students this year.
- **FCS Website:** The site is up and running with 80% completed; Peter said that the site looks really good and he is excited that it is going to be easy to update.
- **Prom:** The prom was held May 14th on the Tahoe Gal. The evening included some bad weather, a little sea sickness and a set of keys locked in a car, but was still a great night for the 44 students attending.
- **Graduation:** Peter invited the Council members to join FCS for the 2011 graduation ceremony on Friday, June 3rd.
- **State Audit:** The audit went very well; Peter complimented Debbie and the office staff for their support and the ESs for having everything in place.

- **Facilities Update:** Most of the leases for next year are in place; still looking at available sites for a future location.
- **Important Dates:** Peter had the Important Dates handout for the Council.
- **Other:**

21. Discussion: Future Agenda Items

- 2011-12 Appointment of Community Member
- Incorporation/501c3
- Director's Evaluation Form Update
- CAHSEE Waiver (possibly on May 26th)
- Form 700

22. Information: Reminder of Future Meeting

- Possible special meeting May 26th at 3:00
- June 14

23. Action: Adjourn at 7:18 PM

Kelly made the motion to adjourn. Emma Robards 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