

Forest Charter School

Monthly Charter Council Meeting Minutes—May 24, 2016

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, BJ Hatcher, Janice Eggers and Nancy Nobles

Absent: Katia Hull and Davia Pratschner

- 1. Call to Order: 5:32**
- 2. Pledge of Allegiance**
- 4. Action: Approval of Minutes of April 19, 2016**

Dave Stanger made the motion to approve the Minutes. Alex Torres 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

Jean Watson 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

Nothing to report.

7. Information: 2016-17 Charter Council Elections—Dan Thiem

Dan presented to the Council the results of the Charter election. Zoe Favour is the new student representative. Dave and Kaleen will continue on in their positions (ST rep and parent rep) for one more term.

8. Information/Action: Local Control & Accountability Plan—Peter Sagebiel, Debbie Carter

Peter gave a quick review of the 2016/17 LCAP that was presented to the Council in April. The suggested change to the AP exams wording and updated numbers from the adopted budget are included.

Dave Stanger made the motion to approve the 2016/17 LCAP. Kaleen Ojeda-Chatigny seconded.

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

Nays: None

Abstain: None

9. Information: 2016-17 Budget Narrative—Debbie Carter

Debbie reviewed the Budget Narrative with the Council. She explained that there are not a lot of changes. Debbie explained the impact that the STRS increases are going to impact the FCS budget over the next few years and specifically looked at a three year projection. She added that the reserves are still being met and that those might be used towards the STRS increases. Debbie will continue to work on the long term projections in regards to STRS and the impact on the FCS budget.

The EPA Prop 39 is scheduled to expire on the November ballot. Debbie will keep the council posted with information and any extensions. She added that two part time STs will be full time next year and that there might be a classified staff vacancy.

10. Information/Action: 2016-17 Adopted Budget—Debbie Carter

Debbie reviewed for the Council the 2016/17 Adopted Budget, Three Year Projections and the Cash Flow that had been sent electronically. She asked the Council for approval.

Dave Stanger made the motion to approve the 2016/17 Adopted Budget, Three Year Projections and the Cash Flow. Alex Torres seconded.

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

Nays: None

Abstain: None

11. Information: Student Achievement—BJ Hatcher

BJ reported that FCS has completed the CAASPP testing. The majority of the testing was done the week of May 2nd and went very smoothly. Results will be reported at the August meeting. BJ added that he thinks the students did much better this year because of familiarity from last year's trial testing and he added that the STs were well prepared. There were more letters of descent this year than last year. Projection for next year's participation is 95%.

12. Information: Administrative Evaluation Tool—Peter Sagebiel

Peter reported on the tool that was developed to align with the new administrator job descriptions and will be used for administrators and college/career advisors. He showed a sample and explained that it will include goals accomplished, new goals and a yearly plan. Peter added that the Administrative Evaluation Tool was a goal from his evaluation. Dan thought that some of the points could be useful for Peter's evaluation and would like to incorporate it next year. He would like to see the same format used for all of the administrators.

13. Information: Action Plan Update—BJ Hatcher, Peter Sagebiel, Paul Simoes

Data: BJ reported that he is still waiting on a PWs data program; FCS continues to use Multiple Measures, which has been very helpful; data is being used from PWs, benchmark, CAASPP, 9th grade math placement; BJ added that he is hopeful that PWs will be able to streamline this process soon and feels that the LCAP reporting by all schools will push PWs.

Intervention: Peter reported that working with the SST coordinators is going well; the process is being stream lined; this upcoming year, FCS is looking to identify problems earlier and looking at which curriculums are best.

Family Training Committee: Paul reported that the training "film clips" did not work and online shorts have started to be used; ST Michelle Ogaidi has done a series of "point of view" videos that are posted on the website (e.g. How to Visit the Portal); the committee is looking at ideas for the next year and a promotional video for the school is being planned.

14. Information/Action: SB277—Peter Sagebiel

Peter opened a discussion with the Council about SB277 (vaccination requirements.) The Council agreed to re-visit this issue at future meetings to implement a transition plan. Debbie added that FCS is tracking students' immunizations and waivers, and which students are in block classes and co-ops.

No action was taken.

15. Information/Action: Math Placement Policy—Peter Sagebiel

Peter asked the Council approve the new math placement policy put in place by the state. The Council felt the policy looked thorough and that having a check point at the student's 'month one' is a positive piece. Peter added that the STs are happy to have this tool in place for the 9th grade students.

Jean Watson made a motion to approve the math placement policy. Ruthanne Buckley seconded.

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

Nays: None

Abstain: None

16. Information: Employee Handbook—Debbie Carter

Debbie has received revisions to the Employee Handbook from the school's attorneys. Debbie will review the changes and then submit to the Council for review and approval in August.

17. Information/Action: Laptop/Chromebook Surplus—Debbie Carter

Debbie asked the Council approve the surplus of 60 laptops and 80 Chromebooks. The computers will be sold as a fundraiser with proceeds going to the FCS Foundation. The laptops will be \$100 and the Chromebooks \$25.

Dave Stanger made a motion to approve the computer surplus. Kaleen Ojeda- Chatigny seconded.

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

Nays: None

Abstain: None

18. 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

19. Information: Director's Update –Peter Sagebiel

- **2016/17 Enrollment:** Going very well; STs are being assigned new students for next year.
- **Year End Activities:** The yearly prom was held and re-named the Snow Prom, only 42 out of the 77 students were able to attend but it was a great success despite the snow. A second dance was held in Nevada City the following weekend for the students that were unable to attend the prom; Truckee had a senior breakfast, Field Day and a music night; 8th grade promotion ceremonies were held in both Truckee and Nevada City; Open Houses were held for the K-8 and 9-12 Block classes at the Nevada City Learning Center.
- **Foresthill/Auburn Administrative Position:** ST Christine Sween will be working part time in the Auburn/Foresthill to provide support and oversight to those areas.
- **Parent Square:** Interactive; many communication tools; works in conjunction with Pathways.
- **ST Check-outs:** The check-outs are one on one and focus on how the STs year went, goals and staff development for next year.
- **Audit:** The first portion is complete and was very successful; the fiscal audit will continue over the next couple of months. The auditor called FCS a "role model school."

20. Discussion: Future Agenda Items

- LCAP (monthly)
- Charter Renewal (monthly)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- One-Time Funds (as needed)
- Energy Plan Update-May
- Classified Job Descriptions
- SB740
- SB277 (immunization update)
- Employee Handbook-August

21. Information: Reminder of Future Meetings

2016: 6/7 (if not necessary will be cancelled)

*****August 23, 2016**

22. Action: Adjourn at 6:35 p.m.

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Ruthanne Buckley, Vice Chair

Date