

Forest Charter School

Monthly Charter Council Meeting Minutes—June 11, 2013

Tuesday, June 11, 2013
5:30 p.m. Closed Session
5:45 p.m. Regular Session
470 Searls Avenue
Nevada City, CA 95959

Council Members:

Dan Thiem, Chair
Matt Heaps, Parent Representative
Cheri Ray, Parent Representative
Tracy Steele, Parent Representative
Dawn Koerber, Parent Representative
Ruthanne Buckley, Community Representative
Zach Barram, Student Representative
Linda Katz, ES Representative
Steve Ross, ES Representative
Nancy Nobles, Secretary

Minutes

Present: Dan Thiem, Ruthanne Buckley, Dawn Koerber, Cheri Ray, Zach Barram, Steve Ross, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Sarah Rongey, Debbie Marchi, Mary Whittlesey, Jen Rogers and Nancy Nobles.

Absent: Linda Katz, Matt Heaps and Tracy Steele

1. Call to Order: 5:34

2. Pledge of Allegiance

3. Discussion/Action: Closed Session

Director's Evaluation presentation.

4. Information: Closed Session; 6:05

Cheri Ray made a motion to approve the Director's Evaluation. Steve Ross seconded.

Ayes: All Nays: None Abstain: None

5. Action: Approval of Minutes of April 16, 2013.

Zach Barram made the motion to accept the Minutes. Ruthanne Buckley seconded.

Ayes: All Nays: None Abstain: None

6. Action: Adoption of the Agenda

Steve Ross made the motion to adopt the agenda with amendment to item #19. Dawn Koerber seconded.

Ayes: All Nays: None Abstain: None

7. Discussion: Other

Nothing to report.

8. Information: Retiring Members & Form 700—Dan Thiem

Dan thanked retiring members Dawn Koerber, Cheri Ray, Matt Heaps, Steve Ross and Zach Barram for their service and time invested. FCS couldn't function without the volunteer hours that we see from Council members.

Form 700s were given to the retiring members.

9. Information: 2013-14 Elected Council Members—Dan Thiem

Dan introduced to the Council the new representatives who were present: parent representative, Debbie Marchi and student representative, Sarah Rongey. Supervising Teacher Gina Holbrook and parent representatives Nicole McCulloch and Karen Elisio will also be joining the Council for the 2013-14 school year.

10. Information/Action: Appointment of Council Member for 2013/14—Dan Thiem

Dan presented to the Council Ruthanne Buckley for appointment as Community Representative for a second year.

Zach Barram made the motion to accept the appointment of Ruthanne Buckley as Community Representative. Steve Ross seconded

Ayes: All Nays: None Abstain: None

11. Discussion: Review the Director's Evaluation Process—Dan Thiem

Dan asked for input from the Council on the director's evaluation process. It was agreed that the process wasn't efficient for the Council.

Discussion included: form a committee to complete the evaluation; the Council felt "hampered" by getting input from only the administration and suggested a ST/staff/parent survey (feedback) or interviews by a committee; "360 review idea"; get sample evaluations from other charter schools in the area; the number system seemed constricting and possibly should be expanded to

a larger scale; evaluation completed by the committee and not compiled by the secretary; evaluation should be based on the director's job description

When asked for his input, Peter added that he feels the written comments are more informative and helpful than the number portion and that possibly having a conversation after the evaluation with the committee would be helpful to understand the committee's suggestions. He also plans on updating his job description.

Dan suggested that the Council set up a committee to set up the framework for the evaluation in August.

12.Information: Budget—Debbie Carter

Debbie updated the 2012-13 cash flow. She added that on June 15th the State will be voting on the Local Control Funding Model. June 15th is also the deadline for the legislature to approve the Governor's proposed 2013-14 budget.

13. Information: Classroom Portable Update—Peter Sagebiel, Debbie Carter

Peter and Debbie updated the Council on the purchase and installation of the classroom portable. The old, existing problems between the District and the Division of the State Architecture (DSA) have been cleared up and everything is moving ahead. Peter said details such as phone placement, electrical outlets and internet are being looked at now and that construction should be done between June and August. Hopefully the placement of the portable will be completed before the first day of school.

14. Information/Action: Consent Agenda – Debbie Carter

Debbie asked the Council to approve the Consent Agenda.

Steve Ross made the motion to approve the Consent Agenda. Dawn Koerber seconded.

Ayes: All Nays: None Abstain: None

15. Information: Director's Update – Peter Sagebiel

- **2013-14 Enrollment:** Enrollment for the upcoming school year is going well at all of the FCS sites.
- **Graduation:** While a "sweaty affair" the ceremony was fun; 73 students walked; a huge thank you to BJ for coordinating the event and to the entire staff for their support.
- **New Foresthill Learning Center Site:** The negotiations are ongoing but close; good move for the FH Learning Center with space for more classes and special education services.
- **New Foresthill ST:** Laura Lysen will be the new ST in Foresthill; she had been working there as an enrichment teacher with the co-op; she is replacing Julie Lagorio.
- **ST Check-outs:** Peter's check-outs started early this year in April/May which has worked well; the check-out process is being revamped for next year; Peter will possibly add a mid-year meeting with STs for next year.
- **Year End Activities:** K-8 and 9-12 Block Class Open Houses, PACE K-5 Field Day celebration with a bounce house, PACE, Truckee and Foresthill 8th grade graduations and a PACE Dance were all very successful! The year-end staff meeting and potluck will be held at the N.C. Learning Center site.
- **Other:** Peter shared a copy of the FCS yearbook and thanked ST Yvette Cadeaux for coordinating the first yearbook for the school; hopefully the yearbook will expand to include other FCS sites next year.

15. Discussion: Future Agenda Items

- Foundation Report (as needed)
- Classified on the Council
- Articulated Council Job Descriptions—August or September
- Set Committee for Director’s Evaluation

17. Information: Reminder of Future Meetings

2013: August 20

18. Action: Adjourn at 7:15 p.m.

Zach Barram made the motion to adjourn. Dawn Koerber seconded.

Ayes: All

Nayes: None

Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Cheri Ray, Vice Chair

Date