

Forest Charter School

Monthly Charter Council Meeting Minutes—June 14, 2011

Tuesday June 14, 2011
5:15 p.m. Closed Session
5:30 p.m. Regular Session
224 Church Street
Nevada City, CA 95959

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, Sunny Heaps Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Matt Heaps, Chari Ray, Dakota Crider and Nancy Nobles.

Absent: Larry Homan

1. Call to Order: 5:20

2. Pledge of Allegiance

3. Closed Session: 5:15-5:30

- Evaluation of Executive Director Peter Sagebiel
- Facility Negotiations

4. Information/Action: 5:38 Reconvene to Regular Session

- The Council gave Director Peter Sagebiel his yearly evaluation. Linda Smith made a motion to approve the evaluation. Kelly Chandler seconded. Roll call vote was held.

Ayes: All Nays: None Abstain: None

- Peter presented to the Council information on the facility negotiations. No action was taken.

5. Action: Approval of Minutes of May 16, 2011

Kelly Chandler made the motion to accept the Minutes from the May 16th meeting. Janice seconded.

Ayes: All Nays: None Abstain: None

6. Action: Approval of Minutes of May 26, 2011

Melody Wilson made the motion to accept the Minutes with corrections from the May 26th meeting. Kelly Chandler seconded.

Ayes: All Nays: None Abstain: None

7. Action: Adoption of the Agenda

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

Ayes: All Nays: None Abstain: None

8. Discussion: Other

Kelly Chandler addressed the Council regarding her feelings about the importance of continuing to offer field trips and hands-on education opportunities in spite of the current budget challenges.

9. Information: Retiring Council Members—Pam Barram, Peter Sagebiel

Pam and Peter thanked the retiring Council members for their time, energy and dedication. Retiring members include: Janice Eggers, Sunny Heaps, Melody Wilson, Kelly Chandler and Emma Robards.

Form 700s were passed out to the retiring members.

10. Information: 2011-12 Charter Council Elections—Pam Barram

Pam presented to the Council the next year's new members: Parent Reps Matt Heaps and Chari Ray, Student Rep Dakota Crider and ES Rep Steve Ross.

11. Information/Action: Appointment of Community Member for 2011-12—Pam Barram

Pam explained that Larry Homan has decided not to hold the position of Community Member and that the Council will need to fill this position in the fall.

Melody Wilson made a motion to table this item. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

Melody was excused from the meeting at 5:42.

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

Debbie informed the Council that the deadline for the state to submit a balanced budget is June 15th. Due to the failure of the temporary tax extension, it's a 'wait and see' situation at this time.

13. Information/Action: 2011-12 Salary Schedule —Debbie Carter

- Debbie presented to the Council the 2011-12 salary schedule for review and approval. The Salary Schedule includes staff salaries, stipends, the supplemental salary schedule and the substitute teacher salary schedule.

Sunny Heaps made a motion to approve the 2011-12 Salary Schedule. Janice Eggers seconded the motion.

Ayes: All Nays: None Abstain: None

14. Information/Action: Director's Evaluation Revision—BJ Hatcher

BJ asked to table this item until the August meeting.

15. Information: Student Achievement – BJ Hatcher

- BJ presented information on the recent CAHSEE testing. FCS met the 95% participation and overall CAHSEE is "doing really well." The 10th grade class had our highest math pass rate in the history of the school. BJ expects scores to continue to be high when the final student results are received.

16. Information /Action: Report on Parent and Staff Surveys—Peter Sagebiel, BJ Hatcher

Peter and BJ presented to the Council results on the year end parent and staff surveys. BJ shared a summary of the responses. Overall responses were extremely high, confirming that most parents and staff are very satisfied with Forest Charter. The administration will further analyze the results and look for opportunities to improve.

17. Discussion: Renewal Update—Peter Sagebiel

Peter presented to the Council an update on the renewal process. He reviewed the process for the new Council members. He expects a good draft to be ready in August for feedback with the final being submitted in October or November. Peter says the rough draft is finished and that it is presently approximately 40-50 pages and that progress is going “great” so far. He thanked all of the ESs and administrators that have been helping with this project.

18. Information: WASC Accrediting Update: Paul Simoes

Paul explained the WASC and the process that the administrators and staff have been working on to the new members. He explained that the self study portion is in progress and that the group leaders, ESs and staff are reflecting on what FCS can do to improve as a school. Paul also said that he will be asking the Council, along with parents and students, for help.

19. Information/Action: 2011-12 Facility Leases—Debbie Carter

Debbie asked the Council to approve the following facility leases for the 2011-12 school year:

1. PACE: 215 Washington St., Nevada City
2. Gold Flat Learning Center: 210 Gold Flat Rd., Nevada City
3. K-8 Enrichment Classes: St. Canice Center., 236 Reward St., Nevada City
4. Foresthill Co-Op: 22200 Foresthill Rd., Foresthill
5. 9-12 Block Classes: Sierra Dance Institute, 314 W. Main St., Grass Valley
6. Truckee Learning Center: 107275 Pioneer Trail, Truckee

She explained that she has been in the process of negotiating the leases and is waiting on the final lease with the Truckee Learning Center. The lease with the Center of the Arts is pending and will be brought to the Council at a later date.

Kelly Chandler made a motion to approve the 2011-12 facility leases. Linda Smith seconded.

Ayes: All Nays: None Abstain: None

20. Information/Action: Cash in Lieu Approval—Debbie Carter

Debbie clarified the current Cash in Lieu agreement and asked the Council for approval to maintain the agreement in the 2011-12 school year.

Kelly Chandler made a motion to approve the Cash in Lieu agreement for the 2011-12 school year. Sunny Heaps seconded.

Ayes: All Nays: None Abstain: None

21. Information/Action: Surplus Items—Debbie Carter

Debbie asked the Council to approve the surplus of seven desktop and laptop computers that are no longer working.

Janice Eggers made a motion to approve the surplus of seven computers. Linda Smith seconded.

Ayes: All Nays: None Abstain: None

22. Information/Action: Consent Agenda – Debbie Carter

Debbie explained the County system was done and she was unable to print the warrants and will bring them to the August meeting for approval. Debbie asked the Council to approve the Contracts.

Janice Eggers made the motion to approve the Consent Agenda. Kelly Chandler seconded.

Ayes: All Nays: None Abstain: None

23. Discussion: FCS Education Foundation Report – Melody Wilson

In Melody's absence, Peter reported on the Foundation. He said that there was a thank you and acknowledgement to the community in the newsletter and that the Foundation continues to look for board members. Peter added that ideally the Foundation would be comprised of parents and community members instead of staff. He is grateful to the staff that who have donated time to the foundation.

24. Information: Director's Update – Peter Sagebiel

- **2010-11 Enrollments:** Peter gave a "nod" to the ESs and office staff; FCS crested 700 students this year, while holding at an average of 690. The 2011-12 enrollment is underway and co-ops are already starting to fill. Getting in students this early in the year is a boon to both the budget and ESs.
- **Website & Staff Web Pages:** Peter acknowledged that ES Steve Ross was has done a fantastic job of holding this; the new web page is very easy to update; staff pages are still under development.
- **ES Check Out:** Peter and Debbie have been meeting with the ESs and will be meeting with the office staff next week. In the future evaluations may go to every other year.
- **Graduation:** Peter thanked everyone that attended the graduation ceremony; the keynote speaker was well received and she sang to the graduates! Superintendent Holly Hermansen and founding FCS director Sandy McDivitt were guests.
- **Response to the Revised Instructional Budget:** So far the feedback has been very positive overall; families seem to like the options available; only one family has chosen to leave.
- **Tdap:** Information on the State required booster shot has been sent via newsletter and ConnectEd and is going well. Kudos to Becca Pope and Nancy Nobles for getting this in place.

25. Discussion: Future Agenda Items

- Re-approval of the Conflict of Interest Policy
- Incorporation/501c3
- Director's Evaluation Form Update
- Summary of 2010-11 Action Items
- Set meetings for 2011-12 school year

26. Information: Reminder of Future Meeting

- August 16

27. Action: Adjourn at 6:42 PM

Kelly made the motion to adjourn. Janice Eggers seconded.

Ayes: All

Nayes: None

Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Pam Barram, Chair

Date

Vice Chair

Date