

Forest Charter School

Monthly Charter Council Meeting Minutes—June 15, 2010

Tuesday, June 15, 2010

5:00 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

Samantha Buck, Student Representative

Nancy Nobles, Secretary

Minutes

Present: Peter Sagebiel, Debbie Carter, BJ Hatcher, Paul Simoes, Linda Hill, Janice Eggers, Sunshine Heaps, Pam Barram, Kelly Chandler, Linda Smith, Emma Robards and Nancy Nobles.

Absent: Kathy Rodrigue, Melody Wilson, and Samantha Buck

1. Call to Order: 5:07

2. Pledge of Allegiance

3. Closed session 5:00-5:30

- FCS Charter Council evaluation of executive director.
- CAHSEE waiver for students 6088538654 and 2113253785.

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

The Council reconvened to regular session at 5:29.

Action taken in closed session: Linda Hill made a motion to approve the two CAHSEE waivers. Sunny Heaps seconded.

Ayes: All Nays: None Abstain: No

5. Action: Approval of May 25, 2010 Minutes

Linda Hill made the motion to accept the Minutes from the May meeting. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

6. Action: Adoption of the Agenda

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

Ayes: All Nays: None Abstain: None

7. Discussion: Other

Nothing to report.

8. Information: New Charter Council Members – Peter Sagebiel

Peter introduced the new Charter Council members for the 2010-11 school year. Emma Robards will be the new student representative, replacing graduating senior, Samantha Buck. Linda Smith is the new ES representative, replacing Linda Hill who has been a Council member for six years. Parent representative, Kathy Rodrigue is also leaving the Council. Chair Pam Barram was re-elected by the Council and will continue her position with the Council as a parent representative.

9. Information/Action: American Virtual Academy Update – Peter Sagebiel

Peter explained to the Council that FCS has continued the discussions with AVA but is not in a place to present a contract yet and that the administration is still looking at whether this program is the right fit for FCS. Peter said that there are concerns such as: the AVA calendar not matching the FCS calendar, attendance would have to be manually transferred to Pathways, and AVA teachers as staff.

Peter and Debbie do not feel there is enough time to be properly set up for the fall. Peter and Steve Ross will continue looking at other options. Linda Hill and Janice Eggers concluded the discussion by saying that they are happy that FCS is taking this move slowly.

No action was needed.

10. Information/Action: TTUSD Update – Peter Sagebiel

Peter reported to the Council on the progress with TTUSD. No MOU has been completed at this time and the expected check is still being held. He had spoken with NCSOS Superintendent Holly Hermansen and TTUSD Superintendent Steve Jennings earlier in the day. Mr. Jennings said he was going to recommend that his board release the money being held.

Peter said there was discussion with Mr. Jennings about a revenue cap versus an enrollment cap. Peter explained the difference between the caps to the Council and asked for their input, planning to report back to Mr. Jennings. Mr. Jennings said that his board is split on the choices. The Council's strong preference is to go with an enrollment cap not a revenue cap.

No action was needed.

11. Information: Student Achievement – BJ Hatcher

BJ reported that FCS is putting in place a mandatory CAHSEE prep class for 12th graders and second semester junior who have not passed the test. There will not be a set curriculum; instead, each student will have a program tailored for their specific needs. Paul Simoes is designing a 'menu' of resources for ESs to use for this class. The class will be either 2.5 or 5 credits depending on the student's needs. The administration feels this will be more productive than the optional program offered during the 2009-10 school year.

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

Peter presented to the Council the Policy Against Harassment and Sexual Harassment. He explained to the Council that he had spoken with attorney Jim Young of MYM about the concerns that the Council had in wording. The attorney explained that this policy is only for employees and not students, a separate policy is needed for students and Mr. Young will send information to FCS on a student policy.

Peter read the last paragraph to the Council for clarification. The paragraph referred to employee dating. Mr. Young said it is important to have this paragraph in case employees start dating other employees, especially if a supervisor is dating an employee.

Linda Hill made a motion to accept the Policy Against Harassment and Sexual Harassment. Kelly Chandler seconded.

Ayes: All

Nays: None

Abstain: None

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

Peter presented to the Council information on the progress of the Best Practices Assessment. FCS continues to work on policies and will bring those to the Council in August.

Peter explained to the Council a concept presented by Dr. Dave Guthrie as part of the GRASP Grant called Return on Investment. RoI calculates how efficiently a charter school is using funds, by comparing how much revenue the school receives and the API scores. The highest RoI does not mean the school scored the highest API.

Peter shared that Dr. Guthrie was quoted as saying that the RoI answers the question, “is this school system maximizing it’s resource to increase student achievement relative to others.”

Based on the RoI calculations, FCS ranked third among other Nevada County school systems.

14. Information: Parent and Staff Surveys – BJ Hatcher, Peter Sagebiel

BJ and Peter presented results of the recent parent and staff surveys. The parent survey included positive items such as: communication, curriculum choices, portal awareness and internet access. This survey was a “huge” success with 156 parents responding.

The ES survey covered items such as: staff meetings, Pathways, communication, tech training and the FCS newsletter.

15. Information: Cash Flow and Budget Narrative – Debbie Carter

Debbie gave the Council a copy of the Cash Flow Report for 2009-10 and explained what Cash Flow is and how the State budget cutbacks are effecting schools. The State is now ‘deferring the deferrals’, forcing many schools into a cash flow crisis. FCS is able to bridge the current year deferrals based on the healthy reserve built up over the years.

FCS will possibly need to look at a loan prior to June of 2011. FCS will continue to be conservative with the budget while looking at new ways to be: re-use curriculum, books and materials brought back to school, caution with instructional budgets, Giving Campaign.

Debbie also gave the Council a copy of the Budget Narrative.

Paul Simoes left the meeting at 6:40

16. Information/Action: Joint Powers of Authority Agreement – Peter Sagebiel

Peter asked the Council to approve the JPA that establishes the Nevada County Charter Services Authority, a separate public entity designed to meet charter school special education and other

service needs. The Council received a copy of the JPA at the last meeting and a revised copy via e-mail. Peter explained that there are still a few items that “need to be ironed out” but he trusts that the group will work out the details. Peter explained that the JPA is a good move and allows FCS to continue with the special education model we have been using.

Linda Hill made a motion to approve the JPA. Kelly Chandler seconded.

Ayes: All Nays: None Abstain: None

Peter asked the Council to delegate the executive director the authority to serve as the representative on the Nevada County Charter Services Authority Board of Directors.

Kelly Chandler made a motion to delegate the authority to serve as the representative the executive director, Peter Sagebiel. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

17. Information/Action: MOU Approval – Peter Sagebiel

Peter asked the Council for approval of the MOU and the Business Services Annual Agreement with the County. The Council received these documents at the May Council meeting. Peter explained that these were negotiated over several months and that the Charters feel they got most of the major issues resolved.

Linda Hill made a motion to approve the two documents. Sunny Heaps seconded.

Ayes: All Nays: None Abstain: None

18. Information/Action: Cash in Lieu – Debbie Carter

Debbie presented information on the cash in lieu process and asked the Council to approve a revision. She explained that cash in lieu for employees who declined insurance has been in the process of being phased out over the past six years. At this time, Debbie is recommending we ‘freeze’ the cash in lieu at \$1000.00 as an incentive for employees to use this option instead of opting in to the FCS insurance benefits, which would be more costly to the school. Cash in lieu is not an option for new employees.

Kelly Chandler made a motion to approve the revision to the cash in lieu process. Linda Hill seconded.

Ayes: All Nays: None Abstain: None

19. Information/Action: Facilities Update – Peter Sagebiel

Peter reported on the progress of possible new facilities for FCS. The administrators have visited Nevada City Elementary. Nevada City School District is holding a meeting this Thursday and the lease of NCE will be discussed. There is no timeline at this time but Peter said that this could move quickly. The community seems very positive and supportive of school moving in to this building; this would be mutually beneficial for FCS and the community.

20. Information/Action: CCSA Insurance JPA for Liability and Worker's Comp – Peter Sagebiel, Debbie Carter

Peter and Debbie presented a resolution to the Council for FCS to join the CCSA Insurance JPA for Liability and Workers Comp beginning July 1, 2010. They explained that the present insurance company, Schools Insurance Group (SIG), will no longer be insuring the charter schools.

Debbie explained that FCS will no longer be “clumped” with the other charters, which is to FCS’s benefit since the school has had no worker’s compensation claims.

Linda Hill made a motion to accept the resolution to join the CCSA Insurance JPA for liability and worker’s comp. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

21. Discussion: CA SB 1451 Regarding Instructional Materials – Melody Wilson

Due to Melody’s absence this item was tabled until the August meeting.

22. Action: Consent Agenda – Debbie Carter

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

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

Ayes: All Nays: None Abstain: None

23. Information: Director’s Update – Peter Sagebiel

Peter acknowledged the Council and thanked them for all of the hard work and support this year.

- **2010-11 Enrollment:** Early enrollment has been going well; enrollment is at 587; the co-op enrollments are doing very well.

- **End of year celebrations:** Peter said they had all been uplifting and inspiring and that he looks forward to attending more events next year.
- **Staff meeting:** This year the year-end staff meeting was held at Pioneer Park; BJ gave out the 1st Annual Connies which acknowledged the staff; inspiring Stories from ESs and staff were shared.
- **2010-11 Calendar:** Nevada Union has approved their proposed calendar, which matches the FCS calendar.
- **Graduation:** “Great graduation”; Peter acknowledged BJ for another job well done; it was wonderful to see the ESs all come together for the event; the speeches about the individual graduates were inspiring and a wonderful way to remind us all why we do this.
- **Other:** Debbie and Peter are working together with the ES check outs; this has opened up a good conversation with the ESs of what can be done better next year.

An internet safety class has been added for next year; while students are good at technology it is felt that they need to learn to behave safely online; This will be built into the graduation requirements for the class of 2012.

24. Discussion: Future Agenda Items

- Budget expense training
- CA SB1451 Text Books – Melody
- Foresthill enrollment interviews at Nevada City office (need school tour, invite Leanne)

25. Information: Reminder of Future Meeting

- August 17

26. Action: Adjourn at 7:40 PM

Linda Hill made the motion to adjourn. Janice Eggers 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