

# *Forest Charter School*

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## **Monthly Charter Council Meeting Minutes—August 16, 2011**

**Tuesday August 16, 2011**  
**5:30 p.m. Closed Session**  
**5:45 p.m. Regular Session**  
**224 Church Street**  
**Nevada City, CA 95959**

### **Council Members:**

Pam Barram, Chair  
Linda Katz, ES Representative  
Steve Ross, ES Representative  
Dakota Crider, Student Representative  
Matt Heaps, Parent Representative  
Chari Ray, Parent Representative  
Nancy Nobles, Secretary

### **Minutes**

**Present:** Pam Barram, Linda Katz, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Matt Heaps, Chari Ray, Dakota Crider, Steve Ross and Nancy Nobles.

**Absent:** None

#### **1. Call to Order:**

#### **2. Pledge of Allegiance**

#### **3. Closed Session: 5:36**

- Facility Negotiations

#### **4. Information/Action: 5:54 Reconvene to Regular Session**

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

**5. Action: Approval of Minutes of June 14, 2011**

Steve Ross made the motion to accept the Minutes from the June 14th meeting. Matt Heaps seconded.

Ayes: All    Nays: None    Abstain: None

**6. Action: Adoption of the Agenda**

Matt Heaps made the motion to adopt the Agenda. Steve Ross seconded.

Ayes: All                Nays: None                Abstain: None

**7. Discussion: Other**

Nothing to report.

**8. Information: Election of Chair and Vice Chair—Pam Barram, Peter Sagebiel**

Peter asked for nominees for the positions of Chair and Vice Chair for the 2011-12 school year. Pam agreed to continue on for a second term and Matt Heaps agreed to be Vice Chair.

Linda Smith made a motion to elect Pam Barram as Chair and Matt Heaps as Vice Chair. Steve Ross seconded.

Ayes: All                Nays: None                Abstain: None

**9. Information: Brown Act Training—Peter Sagebiel**

Peter gave a brief overview of the Brown Act for the Council members.

**10. Information: Statement of Economic Interests Form 700—Nancy Nobles**

Nancy explained the Form 700 and gave the new members the form to be filled out. She will collect them and get them to the County.

**11. Information: Summary of 2010-11 Charter Council—Nancy Nobles**

Nancy presented to the Council a summary of business conducted by the Council for the 2010-11 school year. She gave the Council members a copy of the summary for their binders.

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

Debbie reported to the Council on the current aspects of the state of the State and how that is reflecting on schools. She said that FCS has a strong cash flow and that the school will look to make changes at the 1<sup>st</sup> Interim if needed.

**13. Information: Director's Evaluation Revision—BJ Hatcher**

BJ reported that he has examples of evaluations used by other schools and that he plans to take them to the Faculty Council for input. He will bring this item before the Council at the next meeting.

**14. Information: Student Achievement – BJ Hatcher**

- BJ presented information on the recent CAHSEE testing and reported that overall FCS is “way ahead of last year.” There are only four 12<sup>th</sup> graders (two are returning seniors) and approximately fifteen 11th graders.
- BJ reported that the STAR test results have arrived and that they will be given to the ESs this week. He added that API results are not in from the State but should be in soon.

**15. Information/Action: Re-approval of the Conflict of Interest Policy—Peter Sagebiel**

Peter asked the Council to approve the Conflict of Interest Policy. The County requires that this policy is approved on a yearly basis.

Matt Heaps made a motion to approve the Conflict of Interest Policy. Steve Ross seconded.

Ayes: All      Nays: None      Abstain: None

**16. Discussion: Renewal Update—Peter Sagebiel**

Peter presented to the Council an update on the renewal process. He reported that a “solid” draft of approximately 32 pages is ready for feedback. Peter will bring sections to the Council for their review and suggestions. The draft will also be shared with parents and students.

**17. Information: WASC Accrediting Update—Paul Simoes**

Paul reported that he will have the draft report to the Council in September for input and to help them towards an understanding of the report. He will also ask parents and students to participate in the process.

**18. Information: Senate Bill 740—Debbie Carter**

Debbie explained to the Council SB740, pointing out that the senate bill was passed in 2001 to strengthen the oversight of non-classroom based schools and regulates how their funds can be expended.

FCS will be applying for a five year funding determination based on the 2011-2012 expenditures.

**19. Information/Action: 2011-12 Truckee Learning Center Lease Approval—Debbie Carter**

Debbie reported that the Truckee Learning Center lease negotiations had been completed in July and asked the Council to approve the lease.

Matt Heaps made a motion to approve the 2011-12 Truckee Learning Center facility lease.  
Chari Ray seconded.

Ayes: All      Nays: None      Abstain: None

**20. Information/Action: Consent Agenda – Debbie Carter**

Debbie asked the Council to approve the Consent Agenda.

Matt Heaps made the motion to approve the Consent Agenda. Chari Ray seconded.

Ayes: All      Nays: None      Abstain: None

**21. Discussion: FCS Education Foundation Report – Peter Sagebiel**

Peter reported that the Foundation will be sending the annual fund drive letter out soon. He added that the Foundation needs new members from both FCS families and from the community.

**22. Information: Director's Update – Peter Sagebiel**

- **2010-11 Enrollments:** Enrollment is going well with over 600 students enrolled; students seem to be excited about the school. Enrollment at the Truckee Learning Center is almost full and the co-ops in Nevada City and Foresthill are also almost at capacity.
- **Website:** The new website is “up and running” and is much more efficient because changes, updates and announcements can be made easily and immediately.
- **Sexual Harassment Training:** Peter, BJ and Paul attended a County sponsored training session this past week. This is a required training for supervisors.
- **New Special Ed Resource Specialist:** Jen Lowendowski has left the JPA and the process has started to hire a new person to replace her. Hopefully this will be finalized by the end of the week. The JPA position may be divided in to two part time jobs instead of one full time.
- **Team Building/Staff Development:** FCS staff recently had a team building day in Truckee; activities included a scavenger hunt. A video was shown at the first staff development day on collaboration vs. institutions; the theme for FCS this year is ‘collaboration.’
- **New Council Members:** We need to continue to actively recruit new Council members; positions of community and parent members are still needed.
- **Other:** Becca Pope has resigned due to a move and FCS has hired Jennifer Rogers to replace her in the position of Student Records. She’s doing a great job and fitting in well with the office staff.

**23. Discussion: Future Agenda Items**

- Facility options (Invite Scott Hicks?)
- Incorporation/501c3
- Director's Evaluation Form Revision
- Budget trainings

**24. Information: Reminder of Future Meeting**

- 2011: September 20; October 11--Truckee; November 15; December TBA (if needed)
- 2012: January 17; February 28; March 20; April 17; May 15; June 12 (if needed)

The Council discussed the Truckee-Foresthill visits and agreed to visit each area every other year. The last visit was to Foresthill so the next is planned for Truckee in October.

**25. Action: Adjourn at 6:56 PM**

Linda Smith made the motion to adjourn. Steve Ross seconded.

Ayes: All

Nayes: None

Abstain: None

**Respectfully submitted:**

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Nancy Nobles, Secretary

\_\_\_\_\_  
Date

**Charter Council Approved:**

\_\_\_\_\_  
Pam Barram, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Date