

Forest Charter School

Monthly Charter Council Meeting Minutes—August 25, 2015

5:30 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, Gina Holbrook, Dave Stanger, Alex Torres, Davia Pratschner, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, Janice Eggers and Nancy Nobles

Absent:

- 1. Call to Order: 5:36**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of May 26, 2015**

Dave Stanger made the motion to accept the Minutes. Ruthanne Buckley seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Davia Pratschner, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres, Dave Stanger and Gina Holbrook.

Nays: None

Abstain: None

4. Action: Adoption of the Agenda

Jean Watson made the motion to approve the agenda. Dave Stanger seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Davia Pratschner, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres, Dave Stanger and Gina Holbrook.

Nays: None

Abstain: None

5. Discussion: Other

Nothing to report.

6. Information/Action: Information/Action: Charter Council Community Member Appointment—Dan Thiem

Dan introduced Ruthanne Buckley to the new members and asked the Council to approve her as the Community Representative for the 2015/16 school year.

Alex Torres made the motion to approve the appointment of Ruthanne Buckley and Community Representative. Kaleen Ojeda-Chatigny seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Davia Pratschner, Katia Hull, Jean Watson, Kaleen Ojeda-Chatigny, Alex Torres, Dave Stanger and Gina Holbrook.

Nays: None

Abstain: None

7. Information: Retiring Council Members—Dan Thiem

Dan thanked Council members Gina Holbrook and Sarah Rongey. They both retired in June, 2015.

8. Information : 2015-16 Elected Council Members—Dan Thiem

- Dan introduced the newly elected members of the 2015-16 Charter Council: Parent Representatives Jean Watson and Katia Hull, ST Representative Alex Torres and Student Representative Davia Pratschner.
- Peter gave a brief overview of the Brown Act. The Council was given a handout to review.
- New Council members will be given a Council binder.
- Dan and Nancy explained the Form 700 (Statement of Economic Interest) which will be sent to the new council members within the next 10 days. The form is to be filled out electronically and submitted to the County.
- Peter gave a brief explanation of the Trustees Job Description. The job description will be sent to the members electronically and included in their council binders.

9. Information: 2015-16 Budget—Debbie Carter

Debbie reviewed the Budget Narrative that was sent electronically to the Council. She explained that the budget is strengthened by FCS's increasing enrollment which is right on target at 712. FCS is projecting 735 students for the school year with an emphasis on the expansion of the Tree Top Co-op in Truckee and the home school population.

Debbie also reviewed the Cash Flow which is current through July. She was happy to report that schools are getting back to the 2008 rates. She explained the LCAP tracking which is based on demographics. This is supplemental money that comes in directed at specific student sub-groups.

10. Information/Action: 45 Day Budget Revise—Debbie Carter

Debbie reviewed the 45 Day Budget Revise that had been sent to the Council electronically. She explained the changes and noted that changes will be reflected in the 1st Interim Budget. Changes included: an increase to the LCFF (Local Control Funding Formula) Gap Funding from 32% to 52%--an increase of \$210, 000; lottery funding, which increased from \$128 per ADA to \$140 and One Time Mandate Funding that increased from \$180 per ADA to \$528.

Dave Stanger made the motion to approve the 45 Day Budget Revise. Ruthanne Buckley seconded.

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

Nays: None

Abstain: None

11. Discussion/Action: Honoring Process for Retiring Staff—Alex Torres

Alex presented to the Council ideas towards a process to honor retiring staff. The Council will consider ideas and re-address in September. She added that each person's feelings/wishes should be honored, but that the Council should have a 'thank you' in place.

12. Information: Student Achievement—BJ Hatcher

BJ reported that last year's CAHSEE 10th grade test results were the highest scores ever and he added those scores increased due to the May testing.

BJ reported on the current status of the CAHSEE exams which are potentially going to be halted. SB 725 was presented today and will give a reprieve to thousands of California students who were blocked from graduating high school this year when the state canceled its required exit exam. This impacted two FCS students.

BJ will continue to watch SB 172 which would 'kill' CAHSEE testing for the next three years due to the transition to the new standards, Common Core.

13. Information/Action: Conflict of Interest Policy Re-Approval —Peter Sagebiel

Peter explained the Conflict of Interest Policy, which is re-approved annually by the Council. He asked the Council to approve the policy.

Ruthanne Buckley made the motion to approve the Conflict of Interest Policy. Jean Watson seconded.

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

Nays: None

Abstain: None

14. Information/Action: Liability Insurance Contract—Debbie Carter

Debbie explained the liability insurance contract, which is renewed during the month of July each year and is the council's responsibility to oversee. Debbie added that commercial liability went up in cost a bit while the worker's comp portion decreased.

Dave Stanger made the motion to approve the liability insurance contract. Ruthanne Buckley seconded.

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

Nays: None

Abstain: None

15. Information/Action: New Hires—Debbie Carter

Debbie asked the Council to approve the new FCS hires: STs Mindy Adams and Tina Cook and office staff Jeremy McReynolds. The Council was made aware of these possible hires at the end of the 2014/15 school year.

Jean Watson made the motion to approve the new FCS hires. Alex Torres seconded.

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

Nays: None

Abstain: None

16. Information/Action: Resolution for Warrants—Debbie Carter

Debbie asked the Council to approve the Resolution for Warrants #1516-081-116 that will remove Kelli Foster and add Jeremy McReynolds.

Jean Watson made the motion to approve the Resolution for Warrants. Dave Stanger seconded.

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

Nays: None

Abstain: None

17. Information: LCAP Update —Peter Sagebiel

Peter explained to the Council the FCS Local Control Accountability Plan (LCAP) which identifies goals, actions and expected measureable outcomes for all pupils and pupil subgroups. He went over FCS's goals (increasing proficiency in both ELA and Math) and the three year plan.

18. Information/Action: Safety Plan Updates—Peter Sagebiel

Peter gave a brief review of the Safety Plan for the new members and asked the Council approve the updates to the FCS Safety Plan. The changes were to contact phone numbers only.

Dave Stanger made a motion to approve the Safety Plan Updates. Kaleen Ojeda-Chatigny seconded.

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

Nays: None

Abstain: None

19. Information: SB277—Peter Sagebiel

Peter reviewed with the Council the new bill put in place regarding immunizations. The bill will become law in January, 2016 but won't go into effect until students enroll for the fall of 2016.

20. Information: Network Upgrades—Peter Sagebiel

Peter updated the Council on the recent network upgrades to the three FCS learning centers. New wireless systems were installed that are more powerful and stable and will be better able to handle the amount of traffic seen at the learning centers. In addition, maintenance can be done remotely. Peter added a big thank you to Jenna Johnson for all of her work over the summer getting this in place.

21. Information: Truckee Learning Center Facility—Janice Eggers & Peter Sagebiel

Janice and Peter updated the Council on the recent changes made at the Truckee learning center facility: addition of two STs for the K-5th grades Tree Top Co-op ; FCS is now renting the entire building; new science lab. Peter added a thank you to Janice for all the work making these changes.

22. Discussion: Director's Evaluation Committee—Dan Thiem

Dan reviewed the process and who sits on the Director's Evaluation Committee. The Council will set up the committee at the September meeting.

23. Information/Action: A & B may be considered for Consent Agenda –Debbie Carter

Dave Stanger made a motion to approve the consent agenda. Alex Torres seconded.

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

Nays: None

Abstain: None

24 . Information: Director's Update –Peter Sagebiel

- **High School Graduation:** The ceremony went very well; approximately 600 people in attendance.
- **8th Grade Graduations:** Very successful at all three learning centers; a great job by all of the students.
- **Back to School Events:** Each learning center had an event; in NC there was a field day that included a bounce house, ice cream and a bird (falcons, hawks, owls) presentation; Truckee had both a team building day and an orientation day; Foresthill celebrated with a field day to welcome students back.
- **2015/16 Enrollment:** Looks solid at 712; new enrolls still coming in.
- **Retiring ST Eleni Cardona:** Eleni had been a founding teacher with FCS; she is moving on to a new endeavor.
- **New Supervising Teachers, Office Staff & Special Ed Staff:** Two new STs were hired, Mindy Adams and Tina Cook for the Tree Top Co-op in Truckee; Jeremy McReynolds has

been hired as Administrative Business Assistant; Grace Medeiros is the new school psychologist for the Truckee and Foresthill learning centers.

- **School Theme:** “Project Based Learning”; how can you incorporate inquiry in to your curriculum? How do you infuse teaching inquiry into your curriculum in order to develop a thoughtful and curious student?
- **Office Team Building Day:** The third annual event; held at Harmony Ridge; the group’s focus this year is communication; Debbie added how proud she is of the team.
- **Staff Team Building Day:** Another successful team day at Donner Lake; facilitated by BJ and Janice—thank you!; morning by the lake and the afternoon at the Truckee learning center for a staff meeting.
- **ACSA-Executive Council:** Peter has been asked to sit on the local chapter’s council of the Association of CA School Administrators; a good chance for networking with other administrators.
- **Newsletter Format for 2015/16:** Survey results showed that parents are not getting their information from the newsletters so they will be cut back to six times a year (the first being information only and the last a pictorial); more emphasis on getting information out on the website.
- **Science Rooms:** One Time Funds have gone towards the purchase of equipment and building upgrades for the science labs in NC and Truckee; changes will be made either over breaks or next summer.
- **Other:** FCS is piloting a Chrome Books program with PACE 6-8 and some high schoolers; we will expand if the program is going well; FCS is also looking at Google Classroom.

25. Discussion: Future Agenda Items

- Foundation Report (as needed)
- Student Achievement (as needed)
- Energy Plan Update (as needed)
- One-Time Funds (as needed)
- Action Plan Update (as needed)
- LCAP (as needed)
- Staff Job Description
- Update Sierra College Policy
- Process to Honor Retirees (Alex)
- CAASPP
- Set the Evaluation Committee

26. Information: Reminder of Future Meetings

2015: 9/15; 10/20; 11/10**; 12/15

2016: 1/19; 2/23**; 3/15; 4/19; 5/24**; 6/7

****Budget Meetings**

27. Action: Adjourn at 7:07 p.m.

Ruthanne Buckley made the motion to adjourn. Alex Torres seconded.

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

Nays: None

Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Ruthanne Buckley, Vice Chair

Date