

Forest Charter School

Monthly Charter Council Meeting Minutes – May 22, 2018

5:30 p.m. Regular Session
470 Searls Avenue
Room 7, Sequoia
Nevada City, CA 95959

Council Members:

Dan Thiem, Chair
<vacant>, Vice Chair
Julie Coffin, Parent Representative
Erin McCarthy, Parent Representative
Shelly Rose, Parent Representative
Jennifer Sheffo, Parent Representative
<vacant>, Community Representative
Tita Fowler, Secretary

Minutes

Present: Dan Thiem, Peter Sagebiel, Debbie Carter, Julie Coffin, BJ Hatcher, Erin McCarthy, Shelly Rose, Jennifer Sheffo, Paul Simoes, Alex Torres and Tita Fowler

Absent: Janice Eggers, Dave Stanger

- 1. Call to Order: 5:30 pm**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of April 17, 2018 and May 21, 2018**

Shelly Rose made the motion to approve the Minutes. Erin McCarthy seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem
Nays: None
Abstain: None

- 4. Action: Adoption of the Agenda**

Julie Coffin made the motion to approve the Agenda. Jennifer Sheffo seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem
Nays: None
Abstain: None

5. Discussion: Other

None.

6. Discussion: 2018/2019 Charter Council Elections—Peter Sagebiel

Peter updated the Council on the Charter Council Elections. Jean Watson will be returning as a Parent Representative. Jennifer Sheffo will be continuing as a Parent Representative, as will, Dan Thiem as Board Chair. Julie Coffin will not be returning. Dan and Peter expressed their thanks to Julie Coffin and all of the Council members for their service.

7. Information/Action: Forest Charter School 2018 LCAP—Peter Sagebiel, Debbie Carter

Peter reviewed the LCAP, which had been sent to the Council prior to the meeting and also presented at the Public Hearing session on May 21, 2018. He noted a number of small updates including the hiring of a part-time counselor at the Nevada City and Truckee Learning Centers.

Julie Coffin made the motion to approve the Forest Charter School 2018 LCAP. Shelly Rose seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

8. Information: FCS 2017/2018 Cash Flow—Debbie Carter

Debbie presented the FCS 2017/2018 Cash Flow to the Council.

9. Information/Action: FCS 2018/2019 Cash Flow and Adopted Budget—Debbie Carter

Debbie reviewed the 2018-2019 Narrative, Cash Flow, Adopted Budget, and Multi-Year Projections with the Council. She noted that the deficit spending at year-end is primarily due to the College Readiness Grant and Energy Plan funds budgeted as “expense only.”

Shelly Rose made the motion to approve the 2018-2019/2019-2020 Cash Flow, Adopted Budget, and Multi-Year Projections. Julie Coffin seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

10. Information/Action: Forest Charter School 2018/2019 Education Protection Account

Debbie reviewed the 2018-2019 Education Protection Account and Spending Plan for the Council. She explained that EPA revenue is generated from Proposition 30 and distributed

by the state; and that we are required to report how the funds will be used. FCS's EPA funds are used to cover credentialed teachers and curriculum.

Julie Coffin made the motion to approve the Forest Charter School 2018-2019 EPA Resolution #1617-081-119. Erin McCarthy seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

Jennifer Sheffo made the motion to approve the Forest Charter School EPA Expense Detail and EPA Spending Plan. Shelly Rose seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

11. Information: Student Achievement—BJ Hatcher

BJ provided the Council with a 2018 CAASPP testing recap, as well as, 2017 and 2018 CAASPP test participation rate comparisons. Although testing was successful with only a few minor issues, BJ is continuing to work on refining the process for additional improvement and increased participation.

12. Discussion/Action: FCS School Counselor Job Description—Peter Sagebiel

Peter presented the FCS School Counselor Job Description to the Council for approval. Two minor corrections were noted.

Julie Coffin made the motion to approve the amended FCS School Counselor Job Description. Jennifer Sheffo seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

13. Information/Action: FCS Promotion/Retention Policy—Peter Sagebiel

Peter reviewed minor updates to wording in the FCS Promotion/Retention Policy with the Council.

Shelly Rose made the motion to approve the revised FCS Promotion/Retention Policy. Jennifer Sheffo seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

14. Information/Action: Interior Renovations to the Nevada City Special Education Portable—Peter Sagebiel

Peter requested the Council approve one-time fund spending not-to-exceed 40K for interior renovations to the Special Education portable at the Forest Charter School - Nevada City Learning Center. Clarification was provided as expansion of the Special Education portable was approved during the January 2018 Charter Council meeting and is

no longer a feasible option. Approval of renovation funds replaces the previously approved funds for expansion of the Special Education portable.

Shelly Rose made the motion to approve the Special Education portable renovation funds not-to-exceed 40K which replaces the previously approved portable expansion funds. Jennifer Sheffo seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

15. Information/Action: Reroofing Foresthill Portables A & B—Debbie Carter

Debbie requested the Council approve one-time fund spending not-to-exceed 25K for reroofing portables A & B at the Forest Charter School - Foresthill Learning Center. Debbie will work with the landlord to recoup a portion of the cost with reduced monthly rental payments.

Julie Coffin made the motion to approve one-time spending funds not-to-exceed 25K for reroofing portables A & B at the Forest Charter School - Foresthill Learning Center. Erin McCarthy seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

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

Debbie presented April New Contracts and Warrants for approval.

Julie Coffin made a motion to approve the Consent Agenda. Erin McCarthy seconded.

Ayes: Julie Coffin, Shelly Rose, Erin McCarthy, Jennifer Sheffo, Dan Thiem

Nays: None

Abstain: None

17. Information: Director's Update—Peter Sagebiel

- **Enrollment:** Enrollment is good. Truckee enrollment is looking really good and far ahead of where the learning center was at this time in prior years. We are a little behind on general Independent Study enrollment.
- **ST Reviews:** Peter is currently meeting with each Supervising Teacher to wrap up the year with self-evaluations and goal-setting for the new school year. Going really well.
- **New Hires:** Dan Hurley, one of our Truckee Co-op teachers, was recently offered the open Supervising Teacher position, replacing Linda Hill who is retiring this year. Danielle Gallagher, who has been an instructor will be replacing Dan Hurley as the new Co-op Teacher.
- **Teacher Appreciation:** Teachers and Staff were treated to a visit from Lazy Dog ice-cream at the last staff meeting. This is always a big hit with the staff.
- **Junior/Senior Prom:** Junior/Senior prom was a success. Rainy weather put a damper on arrival and pictures but as the boat departed the students view was an amazing rainbow and sunset.
- **Graduation:** Preparation for graduation is in full swing. Approximately 70 graduates will be walking at the June 1st event.

- **Other:** This is the last week of block classes. The K-8 block class open house will be Wednesday (5/23/18) from 1-2 pm and the High School block class open house will be on Thursday (5/24/18) from 1-2 pm.

18. Information: Future Agenda Items

- One-Time Spending Funds (Peter and Debbie)
- Student Achievement (as needed)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- Energy Plan Update (as needed)
- State Audit
- LCAP

19. Information: Reminder of Future Meetings

Dates for the 2017/18 Charter Council meetings were set as follows:

2018: 4/17, *5/21, **5/22, 6/5

NOTE: There will be no 6/5/18 meeting as planned. The next Charter Council meeting is set for August 28, 2018. A calendar for the 2018/2019 Charter Council meetings will be created in the near future and sent for review.

***Special Meeting**

****Budget Meeting**

20. Action: Adjourn at 6:20 p.m.

Respectfully submitted:

Tita Fowler, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Forest Charter School

470 Searls Avenue
Nevada City, CA 95959

Monthly Charter Council Meeting Agenda

August 28, 2018

5:30 p.m. Regular Session
470 Searls Avenue
Room 7, Sequoia
Nevada City, CA 95959

Dan Thiem, Chair Erin McCarthy, Parent Representative Shelly Rose, Parent Representative Jennifer Sheffo, Parent Representative Jean Watson, Parent Representative Tita Fowler, Secretary
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AGENDA:

1. Call To Order

2. Pledge of Allegiance

3. Action: Approval of Minutes

(E-Attachments A)

- Should the Council approve the Minutes of the May 22, 2018 Meeting?

4. Action: Adoption of the Agenda

(E-Attachment B)

- Should the Council approve this month's Agenda?

5. Discussion: Other

This is an opportunity for members of the audience to address the Council on non-agendized items. Agendized items may be either addressed at this time or when the items come up for discussion.

The Council cannot discuss or take action on non-agendized items tonight, but items may be agendized at a later Council meeting for discussion and/or action. Public comments are limited to five minutes.

6. Information: Brown Act Training—Peter Sagebiel

- Peter will review the protocols for the Brown Act for the new Council members.
- Charter Governance training will be held on September 14th from 3-5 pm at the Nevada County Superintendent of Schools building.

7. Information: Forest Charter School 2018 LCAP Update—Peter Sagebiel

8. (E-Attachment C)

- Peter will present an update on the LCAP
- Peter will present the LCAP Infographic?

9. Information: Educator Effectiveness Final Expenditure Report—Debbie Carter

(E-Attachment D)

Debbie will present the Educator Effectiveness Final Expenditure report to the Council.

10. Information: FCS Employee Resignations—Debbie Carter

Debbie will discuss FCS Employee Resignations.

11. Information: Student Achievement—BJ Hatcher

BJ will report on 2018 CAASP results.

12. Information/Action: FCS 2018-19 Foresthill Admin Assistant Job Description—Debbie Carter

(E-Attachment E)

- Should the Council approve the FCS 2018-19 Foresthill Admin Assistant Job Description?

13. Information/Action: FCS 2018-19 Mental Health Counselor Salary Schedule—Debbie Carter

(E-Attachment F)

- Should the Council approve the Forest Charter School Mental Health Counselor Salary Schedule?

14. Information/Action: 2018-19 FCS Conflict of Interest Policy—Peter Sagebiel

(E-Attachment G)

- Should the Council approve the 2018-19 Conflict of Interest Policy?

15. Information/Action: 2018-19 FCS Fingerprinting & TB Testing Policy: Volunteers—Debbie Carter

(E-Attachment H)

- Should the Council approve the 2018-19 FCS Fingerprinting & TB Testing Policy: Volunteers?

16. Information: 2018-19 FCS Employee Handbook—Debbie Carter

Debbie will discuss revisions to the 2018-19 FCS Employee Handbook

17. Information/Action: 2018-19 FCS Safety Plan—Peter Sagebiel

(E-Attachment I)

- Should the Council approve the changes made to the contact information in the 2018-2019 FCS Safety Plan?

18. Information/Action: Grand Jury Letter—Peter Sagebiel

(E-Attachment J)

- Should the Council approve the Grand Jury response letter?

19. Information/Action: Resolution for Director Approval/Spending Limit—Debbie Carter

(E-Attachment K)

- Should the Council approve the Resolution for Director Approval/Spending Limit?

20. Information/Action: Surplus Old Laptop—Debbie Carter

- Should the Council approve the surplus of the old laptop?

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

(E-Attachments L, M)

- Should the Consent Agenda be approved?
 - A. New Contracts
 - B. Warrants

22. Information: Director's Update—Peter Sagebiel

- Enrollment
- Back-to-School Celebrations
- New Hires - Counselor, Teacher, Foresthill Admin Asst
- Special Ed Portable Renovations Update
- Staff Training - Edgenuity
- Public School Works
- Classified Team Building
- Disney Institute
- Other

23. Information: Future Agenda Items

- One-Time Spending Funds (Peter and Debbie)
- Student Achievement (as needed)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- Energy Plan Update (as needed)
- Update Instructional Budget Policy

24. Information: Reminder of Future Meetings

2018: 8/28**, 9/18, 10/16, 11/6**, 12/11, 1/15, 2/5**, 3/12, 4/23, 5/20*, 5/21**, 6/4

***Special Meeting**

****Budget Meeting**

25. Action: Adjourn

Contracts to be approved: (August 2018)

At-Will:

Aldrich, Sarah	Block Class Instructor	\$2851.34
Brewer, Angela	Block Class Instructor	\$1506.25
Buck, Terry	Block Class Instructor	\$1425.67
Campbell, Amanda	Block Class Instructor	\$8070.28
Casey, Kirsten	Block Class Instructor	\$3012.50
Chroman, Jeff	Block Class Instructor	\$7531.25
Clark, Sue	Block Class Instructor	\$8608.82
Connolly, Tiffany	Block Class Instructor	\$17,217.64
Gilbert, Paulette	Block Class Instructor	\$4518.
Keller, Sara	Block Class Instructor	\$3767.19
Kelley, Emily	Block Class Instructor	\$1425.67
Losee, Wendy	Block Class Instructor	\$8608.82
Marks, Beverly	Block Class Instructor	\$3229.09
Marks, Juli	Block Class Instructor	\$3012.50
Ojeda-Chatigny, Kaleen	Block Class Instructor	\$6025.00
Painter, Toria	Block Class Instructor	\$3549.90
Painter, Toria	Block Class Instructor	\$7747.02
Pelzman, Michele	Block Class Instructor	\$4035.27
Robinette, Cassandra	Block Class Instructor	\$12,105.42
Sagebiel, Kim	Block Class Instructor	\$3229.09
Sagebiel, Kim	Block Class Instructor	\$4304.41
Shotwell, Julia	Block Class Instructor	\$8608.82
Ward, Ariana	Block Class Instructor	\$2366.60
Wey, Denise	Block Class Instructor	\$6458.18

Stipends:

Anthney, Dawn	Block Class Instructor	\$4304.41 (x2)
Anthney, Dawn	Block Class Instructor	\$1500.00
Baggett, Katy	Block Class Instructor	\$4304.41 (x2)
Baggett, Katy	Block Class Instructor	\$1500.00 (x2)
Buck, Heather	Block Class Instructor	\$1500.00 (x2)
Buck, Heather	Block Class Instructor	\$4304.41
Eggers, Janice	Block Class Instructor	\$968.73
Eggers, Janice	Block Class Instructor	\$3229.09
Hatcher, BJ	Block Class Instructor	\$4304.41
Hiestand, Valerie	Block Class Instructor	\$3229.09
Hurley, Daniel	Block Class Instructor	\$3229.09 (x2)
Katz, Linda	Block Class Instructor	\$1506.25 (x3)
Knott, Bethany	Block Class Instructor	\$4304.41 (x2)
Lysen, Laura	Block Class Instructor	\$1560.25 (x2)
Manuola, Colleen	Block Class Instructor	\$4304.41 (x4)
Manuola, Colleen	Block Class Instructor	\$1500.00
Markson, Nancy	Block Class Instructor	\$4304.41 (x2)
Mercado, Lindsay	Block Class Instructor	\$1560.25 (x2)
Miller, Josh	Block Class Instructor	\$3229.09
Namanny, Scott	Block Class Instructor	\$1560.25 (x6)
Naszady, Joan	Block Class Instructor	\$4304.41 (x2)
Naszady, Joan	Block Class Instructor	\$1506.25 (x2)
Priest, Bridget	Block Class Instructor	\$4304.41
Priest, Bridget	Block Class Instructor	\$8608.82 (PACE 2 classes)
Quine, Geoff	Block Class Instructor	\$4304.41 (x2)

Quine, Sarah	Block Class Instructor	\$4304.41 (x3)
Quine, Sarah	Block Class Instructor	\$1500.00 (x2)
Simoes, Paul	Block Class Instructor	\$4304.41 (x2)
Stanger, Dave	Block Class Instructor	\$1506.25 (x2)
Woods, Amy	Block Class Instructor	\$4304.41

Hourly:

Anderson, Tyler	Supervised Activities	\$12,664.88 (Tree Top Aide)
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Forest Charter School

2018-2019 LCAP OVERVIEW

Local Control Funding Formula (LCFF)



8 State Priorities

1. Basic Services
2. Academic Standards
3. Parent Involvement
4. Student Achievement
5. Student Engagement
6. School Climate
7. Course Access
8. Other Outcomes

California's Local Control Funding Formula (LCFF) provides Base, Supplemental, and Concentration (S&C) funding to school districts. S&C funds are the only funds targeted to improve student outcomes for all students - especially for English learner, foster youth, and low income students.

The Local Control Accountability Plan (LCAP) shows how these funds will improve student outcomes and performance for all students – especially English learners, low-income students, and foster youth.

Local Control Accountability Plan (LCAP)

2018-19 Total LCFF Funding



\$379,614

\$5,848,969

Base S & C

OVERVIEW



Communities Served: Nevada County and contiguous counties



733 Students



4 Learning Center Sites Schools



36 Full- and Part-time Staff

Student Ethnicity

African American	0.82%
Asian	1.23%
Filipino	0.14%
Hispanic/Latino	8.59%
White	85.81%
Multiracial	0%

Student Groups

0.1%	40.5%	0.9%
English Learners	Low Income	Foster Youth

Unduplicated Students: students who are English learners, low income, and/or foster youth

2018-19 LCAP AT-A-GLANCE



2 LCAP Goals



25 LCAP Actions & Services



25 LCAP Measures



6,361,395 LCAP Budget

LCAP Goals

- 1 The Percentage of students who demonstrate grade-level proficiency in ELA (literacy and writing) and math will increase annually.
- 2 Forest Charter School will maintain it's positive school climate.

Funding for LCAP Goals

Goal 1 is supported by \$5,448,303.00 in total funding

Goal 2 is supported by \$31,680.00 in total funding

Supplementary & Concentration Funding by LCAP Goal

NEW 2018-19 BUDGET ONE PAGERS



One page summaries are included this year in Appendix C of the LCAP packet.

These summaries show all the funding that supports LCAP Goals including:
1) LCFF Base (for all students), 2) LCFF Supplementary/Concentration (to help high need students), and 3) Restricted Grant Funding (for specific uses).

What is in Forest Charter School's LCAP?

MAJOR CHANGES FOR 2018-2019 LCAP

LCAP Goal 1:

The Percentage of students who demonstrate grade-level proficiency in ELA (literacy and writing) and math will increase annually.



Goal 1 Budget = \$5,448,303.00

Related State Priorities:

Basic Services

Academic Standards

Parent Involvement

Student Achievement

Course Access

Other Outcomes

- a) Provide Highly qualified teachers
- b) Provide Professional Development in alignment with our Educator Effectiveness Spending Plan
- c) Provide ELA and math intervention such as SST meetings, tutoring, technology, and intervention curriculum as needed
- d) Provide optional support classes (Co-ops, Learning Center classes)
- e) College and career advisors
- f) Access to an Intervention Specialist and/or SST Coordinator

X All Schools

- a) Provide aides, tutoring as needed
- b) Provide optional enrichment classes

X All Schools

- a) Access to Common Core aligned curriculum and materials
- b) Access to Technology - Provide access to technology by making chrome books available to all students in grades 6-12

X All Schools

Students with disabilities participate in general education to the maximum extent possible. Educational needs are driven by IEP goals for each student. Centralized programs are available for placement of students with severe special needs who require specialized services.

X All Schools

Provide & maintain safe facilities for learning

X All Schools

DATA ANALYSIS

X All Schools

- a) Evaluate the effectiveness of our intervention programs and the percent of our students working at or above grade level proficiency.

- b) Measure growth of students in our intervention program

c) Track how students perform when they have attended FCS for three or more years	
d) Compare benchmark testing/metrics and state testing to measure the percent of students meeting grade level proficiency	
a) Continue to use the math benchmark selected by the staff.	<u>X</u> All Schools
b) Develop a system to identify and report students in grades 9-12 working below grade level in math.	
Maintain a part-time Intervention Specialist to coordinate efforts to support students not meeting proficiency level in ELA and math	<u>X</u> All Schools
Additional funds available to support pupils who qualify as low income, English learners, or foster youth. Funds will support things such as tutoring, bus passes, test fees, school supplies, etc.	<u>X</u> All Schools

LCAP Goal 2:

Forest Charter School will maintain it's positive school climate.



Goal 2 Budget = \$31,680.00

Related State Priorities:
Student Engagement
School Climate

Provide professional development that focuses on supporting students social emotional learning/needs and promotes understanding the relationship between mental health and academic success	<u>X</u> All Schools
Implement social thinking programs at our support classes, cooperatives, and for our 100% homeschool/independent study students.	<u>X</u> All Schools
Maintain and refine safety responsibilities and processes.	<u>X</u> All Schools
Hire a part time counselor to support student's emotional needs.	<u>X</u> All Schools

LCAP MEASURES



We want to maintain:

- Our strong school culture
- Our low suspension/expulsion rate
- Our overall graduation rate
- Steady increases in our CAASPP scores (math and ELA)
- Strong attendance rate



We want to increase:

- The percent of students scoring proficient on the CAASPP in both math and ELA (especially our sub-groups)
- The Graduation rate for our socioeconomically disadvantaged students and students with disabilities
- Increase the percent of student meeting the UC/CSU requirements



We want to decrease:

- The number of families opting out of CAASPP Testing

STAKEHOLDER ENGAGEMENT

Parents are an integral part of the personalized learning process. Each month, the Supervising Teacher meets with the student and family to review work and establish assignments for the upcoming Learning Period. This is also an opportunity for the family to provide feedback about the school. Feedback gained from this format has always impacted the direction of Forest Charter School.

Another avenue for involvement is through the Charter Council which acts as the Parent Advisory Group for the LCAP. The Charter Council meets on a monthly basis.

Forest Charter School also conducts an annual family survey and an annual staff survey. This year, we also launched our first student survey.

Faculty Council is an advisory council made up of staff members who meet monthly to advise the Executive Director regarding policy and vision for the school. This group also discusses topics/issues directly related to the LCAP.

Regular reports regarding our progress on the LCAP were made at our monthly charter council meetings and LCAP updates were included in the school newsletter.

Forest Charter School presented the LCAP to the parent advisory group (i.e. the Charter Council). FCS also held a public hearing on the LCAP on May 21, 2018 to solicit recommendations and comments from the public. This meeting was posted on our website. The Executive Director responded in writing to any comments. The LCAP was approved by the Charter Council on May 22, 2018.

District LCAP (DLCAP) Parent Committee

The Charter Council (which is comprised of parents with students enrolled in FCS) acts as the Forest Charter School LCAP Parent Advisory Group.



View measures & most up-to-date data on our LCAP Dashboard:

LCFF Evaluation Rubrics: Essential data to support completion of this LCAP. Please analyze the LEA's full data set; specific links to the rubrics are also provided within the template.

K	A-G- A-G Course Requirements for College Entrance	DDI - Data Driven Instruction	PI - Program Improvement
E	AP- Advanced Placement	EAP- Early Assessment Program	PSAT - Preliminary Scholastic Assessment Test
Y	API- Academic Performance Index	ELA - English Language Arts	PTA - Parent Teacher Association
	BEST- Building Effective Schools Together	EL or ELL - English Language Learner	S3 - Safe, Supportive Schools Program
A	CAASPP- California Assessment of Student	FTE- Full-Time Equivalent	S&C - Supplementary & Concentration Funds
	Performance and Progress	FY - Foster Youth	SARC - School Accountability Report Card
C	CBO- Community Based Organization	IEP- Individualized Education Program	SAT - Scholastic Assessment Test
R	CCSS – Common Core State Standards	K- Kindergarten	SBAC - Smarter Balanced Assessment Consortium
O	CDE- California Department of Education	LCAP- Local Control Accountability Plan	SRO - School Resource Officer
N	CELDT - CA English Language Development Test	LCFF - Local Control Funding Formula	SST- Student Study Team
Y	CHKS - CA Healthy Kids Survey	LEP- Limited English Proficient	STEM – Science, Technology, Engineering, Math
M	CSO- Campus Safety Officer	LI - Low Income	TK -Transitional Kindergarten
S	CSU- California State University	NGSS- Next Generation Science Standards	UC - University of California
	CTE- Career Technical Education	PO- Professional Development	
		PFT - Physical Fitness Test	

FOREST CHARTER SCHOOL EDUCATOR EFFECTIVENESS FUNDING PLAN 2015-2018

STATE EDUCATOR EFFECTIVENESS GRANT: FOREST CHARTER SCHOOL SPENDING PLAN

The following plan has been explained in a public meeting of the governing board of Forest Charter School (FCS) and recommended for adoption at a subsequent meeting:

FCS Governance Board Educator Effectiveness Spending Plan:

- Public Meeting Date: August 23, 2016
- Adoption Date: September 20, 2016

Funding will be distributed between \$1000 - \$1500 per certificated FTE as calculated by the Superintendent of Public Instruction using data submitted in CALPADS for the 2014-2015 fiscal year. The balance of funds will be used in schoolwide settings.

Educator Effectiveness Funding Received: \$58,954
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Provide funding to county offices of education, school districts and charter schools to provide beginning teacher and administrator support and mentoring, professional development, coaching and support services for teachers identified as needing improvement or additional support, professional development for teachers and administrators aligned to the state standards, and to promote educator quality and effectiveness.

- (A) Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing and pursuant to Section 44259 of the California *Education Code*

- BTSA
- New Teacher Mentoring

Est. Expenditure (%)	Est. Expenditure Amounts (\$)	Content Standard	Number of Teachers	Number of Admin	Actual Expenditure (\$)
10%	\$5,800		0	0	0

(B) Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to Sections 51226, 60605, 60605.1, 60605.2, 60605.3, 60605.8, 60605.11, 60605.85, as that section read on June 30, 2014 and 60811.3, as that section read on June 30, 2013, of the California *Education Code*

- Staff Development Workshops
- In-service Trainings/Workshops
- Subject Specific Conferences and Workshops
- Guest Speaker

Est. Expenditure (%)	Est. Expenditure Amounts (\$)	Content Standard	Number of Teachers	Number of Admin	Actual Expenditure (\$)
75%	\$44,216		94	12	38,389

(C) Activities to promote educator quality and effectiveness including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning

- Staff Development
- Conferences
- Workshops
- Google.classroom training
- Guest Speakers

Est. Expenditure (%)	Est. Expenditure Amounts (\$)	Number of Teachers	Number of Admin	Actual Expenditure (\$)
15%	\$8,908	159	32	23,738

Charter Council Approved: September 20, 2016

Forest Charter School

Job Description

Position Title: *Administrative Assistant: Foresthill*

Salary Placement: *Classified*

Summary of Position:

- Under the direction of the Foresthill Assistant Director, this position provides general office support with a variety of clerical and related tasks.

Skills:

Must have a positive and professional attitude. Excellent interpersonal and communication skills. Ability to communicate with a range of audiences including other employees within the school, parents and students. Ability to show sensitivity and objectivity with confidential issues. Previous experience working with children desirable. Strong multi-tasking and organization skills. Strong Word, Excel and Google.doc experience. Ability to problem solve.

Essential Functions:

Essential functions may include but are not limited to the following:

- Greets incoming students, families and guests respectfully and professionally
- Determines nature of business and announces visitors to appropriate personnel.
- Answers incoming telephone calls, determines purpose of callers and takes messages. Retrieves messages from voice mail.
- Provides for children's personal needs such as attending to those who are sick or hurt.
- Collects and organizes all time sheets for review by assistant director; scans documents to main office
- Prepares and submits office supply requisitions. Organizes and stocks office items as needed.
- Organize and maintain student chromebook distribution
- General maintenance and problem solving of chromebooks, copier and printers; communicate with main office when needed
- Coordinate special events such as picture day, celebrations, etc. Communicate information to parents
- Maintain playground equipment
- Other projects as assigned.

Physical Demands:

- Frequent: Sitting, walking, standing,
- Occasional: Lifting and Carrying
- Maximum Weights: Lift 25 lbs/Carry 25 lbs

dcarter 8/15/2018
NEEDS CHARTER COUNCIL APPROVAL

Forest Charter School *****DRAFT*****

Mental Health Counselor Salary Schedule

2018-2019

Classified

Range/Step	1	2	3	4	5	6	7	8	9	10
A	43.48	45.65	47.93	50.33	52.84	55.48	58.26	61.17	64.23	67.44

Job Classifications

A Mental Health Counselor (Hourly)

Board Approvals/Revisions



Section: 100

Policy: 002

Revised: January 20, 2015

Approved: August 22, 2017

Conflict of Interest Policy

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., the Forest Charter School hereby adopts this Conflict of Interest Code (“Code”), which shall apply to all governing board members and all other designated employees of Forest Charter School (“Charter School”), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Charter School, including governing board members for election and/or appointment to the governing board, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be “designated employees.” The designated positions are listed in “Exhibit A” attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members for election and/or appointment to the governing board, shall file a Statement of Economic Interest (“Statement”) at the time and manner prescribed below, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee’s position is assigned in “Exhibit A.”

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of

income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in “Exhibit B.”

Statements Filed With the Charter School. Statements of Economic Interests (Form 700) shall be filed with the Charter school’s filing officer. The filing officer shall make and retain a copy and forward the original to the County Board of Supervisors.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Charter School Principal, who shall record the employee’s disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

B. Governing Board Member Designated Employees

Governing Board members shall disclose a disqualifying interest at the meeting during which consideration of the decision takes place. This disclosure shall be made part of the Board’s official record. The Board member shall refrain from participating in the decision in any way (i.e., the Board member with the disqualifying interest shall refrain from voting on the matter and shall leave the room during Board discussion and when the final vote is taken) and comply with any applicable provisions of the Charter School bylaws.

EXHIBIT A

Designated Positions

- I. Persons occupying the following positions are designated employees and must disclose financial interests in all categories defined in “Exhibit B” (i.e., categories 1, 2, and 3).
 - A. Members of the Governing Board and their alternates (if applicable)
 - B. Executive Director of Charter School
 - C. Business Director of Charter School
 - D. Assistant Director of Charter School
 - E. Academic Dean of Charter School
 - F. Consultants¹
- II. Persons occupying the following positions are designated employees and must disclose financial interests defined in Category 1 of “Exhibit B.”
 - A. Not applicable.
- III. Persons occupying the following positions are designated employees and must disclose financial interests defined in Categories 2 and 3 of “Exhibit B.”
 - A. Contractor.

¹ The Charter School Executive Director may determine, in writing, that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Charter School Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location of interest code.

EXHIBIT B

Disclosure Categories

Category 1 Reporting:

- A. Interest in real property which is located in whole or in part either (1) within the boundaries of the District, or (2) within two miles of the boundaries of the District, including any leasehold, beneficial or ownership interests or option to acquire such interest in real property.

(Interests in real property of an individual include a business entity's share of interest in real property of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly, or beneficially, a 10% interest or greater.)

- B. Investments in or income from persons or business entities which are contractors or sub-contractors which are or have been within the previous two-year period engaged in the performance of building construction or design within the District.

- C. Investments in or income from persons or business entities engaged in the acquisition or disposal of real property within the jurisdiction.

(Investment includes any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership interest or other ownership interests.)

(Investments of any individual include a pro rata share of investments of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly or beneficially, a ten percent interest or greater.)

(Investment does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government or government agency.)

Category 2 Reporting:

- A. Investments in or income from business entities which manufacture or sell supplies, books, machinery or equipment of the type utilized by the department for which the designated employee is Manager or Charter School Executive Director Investments include interests described in Category 1.

Category 3 Reporting:

- A. Investments in or income from business entities which are contractors or sub-contractors engaged in the performance of work or services of the type utilized by the department for which the designated employee is Manager or Charter School Executive Director. Investments include the interests described in Category 1.



Section: 400
Policy: 010
FCS Council Approved: ~~June 16, 2009~~

Fingerprinting & TB Testing Policy: Volunteers

Rationale

Forest Charter School is committed to creating a safe learning environment for all its students. Further, FCS believes that learning takes place in many forms and in many locations. In order to facilitate a variety of learning experiences, FCS often relies on volunteers to help create an effective learning experience. FCS also realizes that volunteers bring a great deal of personal experience to an educational setting. With these principles in mind, FCS has adopted the following policy:

Policy

- All parent and non-parent volunteers shall be fingerprinted for criminal record clearance if he or she will have contact with FCS students during any FCS school activity.
- All parent and non-parent volunteers with frequent or prolonged contact with students shall be cleared of infectious tuberculosis (TB). Examples of what may be considered "frequent or prolonged contact with pupils" include, but are not limited to, regularly-scheduled classroom volunteering and field trips where cumulative face-to-face time with students exceeds 8 hours.
- In certain unique situations, the FCS Executive Director has the discretion to exempt a volunteer from the fingerprinting and/or TB testing requirement. In determining which volunteers will be subject to fingerprinting and/or TB testing, the FCS Executive Director shall consider the nature, frequency and duration of volunteer work and whether or not the volunteer may have unsupervised contact with minors.

NOTE: This FCS policy is aligned with the Nevada County Superintendent of Schools Policy SP1240, California Education Code, Section 49406, and California Health and Safety Code, Section 121545.

Resources

- Fingerprinting: Volunteers will need to get fingerprinted at a Live Scan authorized location. Visit <https://oag.ca.gov/fingerprints/locations> for a list of locations and fees.
- TB Testing: FCS will make every effort to provide a free TB Screening from our district nurse, or to announce free clinic screenings. However, it is ultimately the responsibility of the volunteer to get a cleared TB screening or test. Volunteers may go to the Nevada County Public Health Department for testing located at 500 Crown Point Circle in Grass Valley on Mondays from 8am - noon for a \$25 fee.

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2018/2019 CSSP Safety Plan Updates

1. Update Foresthill Response Team contact information from Erin Hunt to Scott Namanny (p. 4.)

FOREST CHARTER SCHOOL

(DRAFT)

Appendix to Comprehensive School Safety Plan (CSSP)

Charter Council Approved February 6, 2018

NOTE:

The California Standardized Emergency Management System (SEMS) is organized at five (5) levels which enables the most efficient coordination of services in an emergency situation. All California counties operate under the SEMS.

Oversight for FCS is through the County. This requires that notification be given to the County Office of Education, as well as your local agencies. Upon notification from the Executive Director or Designee, the Administration office will notify the County Office of Education

Annual Checklist:

1. Make connection with local law enforcement at each location (i.e. Truckee, Foresthill, Auburn, and Nevada City).
2. Meet with key employees to review/implement procedures: Admin Team, Site Administrators, all co-op lead S.T.'s, Office Safety coordinator, and Special Ed. Staff.

Forest Charter School

Phone: 265-4823

EMERGENCY TELEPHONE NUMBERS

<u>ALL EMERGENCIES</u>----- 911
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Law Enforcement

Nevada City Police Department----- (530) 265-4700
Dispatch ----- (530) 265-2626
Grass Valley Police Department----- (530) 477-4600
Nevada County Sheriff's Department----- (530) 265-1471
Placer County Sheriff's Department----- (530) 581-6330
(Truckee & Tahoe area)
Truckee Police Department----- (530) 550-2323
Placer County Sheriff's Department----- (530) 886-5375
(Auburn area)
Auburn Police Department----- (530) 823-4234

Local Hospitals

Sierra Nevada Memorial Hospital----- (530) 274-6000
Tahoe Forest Hospital----- (530) 587-6011
Sutter Auburn Faith Hospital----- (530) 888-4500

Fire/Paramedic Assistance

Nevada City Fire Department----- (530) 265-2351
Grass Valley Fire Department----- (530) 274-4370
Truckee Fire Protection District----- (530) 582-7850
Auburn Fire Department----- (530) 823-4211 ext. 2
Foresthill Fire Department----- (530) 367-2465

PG&E

24 Hour Emergencies-----1-800-743-5000

Nevada County Office of Emergency Services----- (530) 265-1515
Placer County Office of Emergency Services----- (530) 886-5300

Red Cross (Northern California Regional Number) ----- (916) 993-7070

Emergency Information Radio Frequencies:
KNCO 830AM, KTKE 101.5 FM, KPTT 630AM, & KAHN 950 AM

Forest Charter School Emergency Numbers

Administrators:

	<u>Cell Phones</u>
Peter Sagebiel	(530) 263-7202
Paul Simoes	(530) 559-3568
BJ Hatcher	(530) 412-1424
Debbie Carter	(530) 559-4859
Janice Eggers	(530) 401-2811
Christine Sween	(530) 575-0402

FCS Learning Center Numbers:

Nevada City Learning Center (Main Office and Admin) (530) 265-4823

Site Administrators for Nevada City High School Block Classes:

Paul Simoes	cell (530) 559-3568
BJ Hatcher	cell (530) 412-1424

Coordinator for Nevada City K-8 Block Classes:

Heather Buck	cell (530) 798-1170
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PACE Co-op Lead Teachers:

Heather Johnson (K-2)	cell (530) 205-8213
Erin Drew (3-5)	cell (530) 277-3441
Michelle Ogaidi (6-8)	cell (530) 263-0186
Dave Stanger (6-8)	cell (530) 575-7708

Special Education/Student Services:

Shana Stratton	cell (530) 520-3151
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Foresthill Learning Center (530) 367-8100

Site Administrator:

Christine Sween	cell (530) 575-0402
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Truckee Learning Center (530) 550-7205

Site Administrator:

Janice Eggers	cell (530) 401-2811
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Other Numbers:

Nevada County Charter Co-Operative (530) 478-6400 ext 2010

Nevada County Superintendent of Schools (530) 478-6400

Nevada City Administrative Office contacts are:

- Peter Sagebiel (Executive Director): (530) 263-7202 (cell)
 - Debbie Carter (Business Director): (530) 559-4859 (cell)
- Both can be reached at Administration Office: (530) 265-4823

They will report any emergency situation contained in these policies to the County Office of Education.

Emergency Response Teams:

Nevada City Learning Center & Administration Office **470 Searls Ave, Nevada City, CA 95959**

- Peter Sagebiel (530) 263-7202
- Debbie Carter (530) 559-4859
- Paul Simoes (530) 559-3568
- BJ Hatcher (530) 412-1424

Foresthill Learning Center **23221 Foresthill Rd, Foresthill, CA 95631**

- Christine Sween (530) 575-0402
- Scott Namanny (530) 613-2095
- Laura Lysen (530) 718-0447
- Lindsay Mercado (530) 205-6480

Truckee Learning Center **10725 Pioneer Trail, Truckee, CA 96161**

- Janice Eggers (530) 401-2811
- BJ Hatcher (530) 412-1424
- Geoff Quine (530) 386-6601
- Mark Keim (530) 913-2806

EMERGENCY/DISASTER POLICY: EMERGENCY ACTIONS

Action: SHELTER IN PLACE

Bring students into a classroom or to hold students in the classroom. Lock all doors, and continue teaching/normal activities pending further instructions.

Action: LOCK-DOWN

Quickly glance outside room and direct any student or staff members into the classroom. Lock all doors, lower and close blinds, and turn out all lights. Remain calm and quiet.

Action: GO HOME

Dismiss all classes and send students to their homes by the most expeditious means. Place calls to parents, if applicable. This action should be considered by the Administrator/Designee **ONLY** if there is time to return the students safely to their homes.

Action: LEAVE BUILDING

Effect the orderly movement of students and staff from the inside of a building to an outside area of safety and will be implemented when anything occurs which might make the school or school room uninhabitable.

Action: TAKE COVER

Take shelter immediately! If adequate shelters are not available, use shielded areas within the school building. Assess shelter area and minimize the possibility of injury by flying objects such as blinds, shattered glass and other objects.

Action: DROP (Inside Building)

Students and staff are to immediately take protective positions under desks or tables with their backs to windows – everyone to their knees, clasp both hands behind their necks, close their eyes, cover their ears with their forearms, protect their faces with their arms, and tuck their bodies as small as possible.

DROP (Outside Building)

Earthquake: Students and staff should move away from the building BEFORE this command is given.

Enemy Attack: Students and staff should perform this command immediately; however, if within a few steps of any solid object (tree, ditch, curbing, etc.) should get behind the objects and lie prone with heads away from the light or blast, cover as much skin surface as possible, close eyes, and cover ears.

DIRECTED TRANSPORTATION

Loading students/staff into school buses (coordinated with local services), private cars, or other means of transportation and taking them from an area of danger to an area of safety. **Note:** This action should be taken under the direction of competent civil defense authorities.

Although appropriate for any disaster, this is a most difficult civil defense procedure and should not be attempted unless there is no other alternative, in which case any Lead Teacher may take this action at his/her discretion.

In times of emergency, **COMMUNICATION IS KEY**. If everyone knows what to do and is prepared to implement those duties, the TEAM EFFORTS will deliver the highest probability of safety to all.

The Lead Teacher at each center must provide CLEAR INSTRUCTIONS AND PROCEDURES to staff and students. Regular drills should be implemented as well as training to staff and parents who may be on site during an emergency.

Each Learning Center is required to develop the following:

- Prepare a List of Contacts – Refer to Emergency Telephone Numbers
- Produce and post **Site Evacuation Plan**.

The plan should clearly provide steps in sequence (refer to the fire drill plan in this packet) and include a list of emergency contacts & site coordinators (refer to emergency contact list)

Sample duties:

1. Sound alarm or deliver notification of emergency
 2. Provide First Aid
 3. Maintain emergency supplies; disperse in time of emergency
 4. Transportation plan and implementation
 5. Site cell phone availability
 6. Notify the Executive Director at the **Nevada City Administration Office**
 7. Call parents (to provide information or to request pick up of child(ren). All-community phone communication through School Messenger will be implemented by site coordinators/designee to communicate to parents.
- Utilize all call system (Used to enlist staff assistance, and to notify of emergency conditions which impact the work place and/or schedule.)

EMERGENCY/DISASTER POLICY: FCS Sites Organization

Each Site Administrator/Designee is responsible for the control and care of students. He/she will direct the school staff in the implementation of the disaster plan and prepare the school through assignment of duties as outlined in this plan.

A. ASSIGNMENT OF DUTIES:

Every staff has a responsibility for performing assigned duties in times of Emergency.

1. Learning Center Site Administrators:

- **Nevada City Learning Center: Peter Sagebiel**
- **Truckee Learning Center: Janice Eggers**
- **Foresthill Learning Center: Christine Sween**
- **Auburn Learning Center: Christine Sween**

The Site Administrator for each learning center will assume over-all direction of disaster procedures. He/she will do the following:

- Direct the evacuation of school buildings
- Arrange for physical transfer of students when their safety is threatened.
- Direct teachers to move students to designated areas of safety.

2. Supervising Teachers:

- Direct the evacuation of students from the school to designated assembly areas in accordance with warning signals, written notification, or other orders from the Site Administrator/Designee.
- Give the DROP command during an earthquake or in the event of a surprise attack.
- Take roll when the classes regroup at the designated assembly area.
- Report immediately to one of the Learning Center's Emergency Response Team members the names of students not accounted for.
- Identify students who are in need of First Aid; then provide First Aid or direct the student to a trained person to administer same.

3. **Other Staff (office, admin, and/or block class teachers)**

Each Learning Center's Site Administrator/Designee will identify and assign duties to specific individuals, with alternates, for the following:

- Disburse emergency equipment, as needed.
- Take steps necessary to conserve usable water supplies.
- Monitor telephones
- Monitor emergency broadcasts
- Organize and supervise the supply of First Aid and medical supplies; and be designated to administer.
- Provide for the safety of essential school records and documents.
- Act as Messenger/Carrier when directed to do so.

EMERGENCY/DISASTER POLICY: Lock Down Procedure

RESPONSE ACTIONS

- **You will be notified that we are going into lockdown by an identifiable alarm tone.**
 - Teachers who have students out on the field gather all the students.
- When you hear the lockdown alarm, please do not call the office for information. Do not allow students to use telephones or cell phones.
- Teachers should quickly check outside their room and bring any students and/or registered adults they find into the room before locking the door.
- Secure your room: Lock all doors (interior and exterior), close blinds, turn off lights and keep students down and away from the windows and doors. **(Stay out of sight and quiet. Students cannot use cell phones)**
- Cover all exposed windows.
- After securing room:
 - Take a silent roll call noting all students and visitors in your classroom
- During lockdown, no one should be outside the classroom except administrators (or site coordinators) and law enforcement.
 - Staff without students, who are not in a room, should report to the nearest classroom.
- When safe to do so, a School Messenger "all call" will be used to notify families
- The lockdown is maintained until an administrator or other official unlocks your door and tells you that the Lockdown is cleared.

EMERGENCY/DISASTER POLICY: Fire

Inside Building:

In the event a fire is detected inside the building, the following will be accomplished:

1. Sound alarm and/or announce the emergency condition over the loud speaker or by messenger. Implement Action to LEAVE THE BUILDING and refer to **Site Evacuation Plan** to determine the designated or nearest safe exit, depending on location of the fire.

IN CASE A HALLWAY IS BLOCKED BY FIRE OR SMOKE, SELECT AN ALTERNATE ROUTE. TAKE YOUR TIME. KEEP CALM AND DON'T PANIC.

2. Call 911

3. Maintain a safe distance from the fire and fire personnel/equipment.

4. **IF** the fire is of such a nature that it can be extinguished by use of a fire extinguisher, staff should know the location of those fire extinguishers and how to use them. **However, the teacher's first duty is to the safety of students.**

5. Keep access roads open for emergency vehicles.

6. Verify that all students/staff are accounted for.

7. Notify the Nevada City Administration Office, (530) 265-4823.

8. The designated authority will determine whether Action to GO HOME, or any further action, should be implemented.

9. Students/staff should not return to the building until the Fire Department officials declare the area safe.

EMERGENCY/DISASTER POLICY: Fire

Fire Near Building:

In the event of a fire near the building, the designated authority shall:

1. Determine the need to execute Action to **LEAVE THE BUILDING**.
2. Determine the need for students/staff to implement Action to **LEAVE THE AREA**.

If one or both of the Actions above are determined to be necessary, take immediate action.

3. Verify that all students/staff are accounted for.
4. Notify the Nevada City Administration Office (530-265-4823) of action to maintain communication coordination.
5. Staff should not return to the building until Fire Department officials declare the area safe.
6. If applicable, coordinate transportation requirements.

EMERGENCY/DISASTER POLICY: Earthquake

Earthquakes usually strike without warning. Time permitting; the following Actions will be accomplished:

Inside Building:

1. The teacher, or person in authority, implements Action to DROP.

Students should be instructed to react in the same manner on their own to this type of emergency. This training can be helpful anywhere this type of emergency occurs.

2. Move away from windows, glass, overhead light fixtures and any other objects that may cause injury.

3. Refer to Site Evacuation Plan and identified exit routes, and if it is safe, leave the building to designated evacuation location.

DO NOT RUN - DO NOT RETURN TO THE BUILDING FOR ANY REASON UNTIL DECLARED SAFE BY A PERSON IN AUTHORITY.

4. Do not light any fires after the earthquake.

5. Avoid touching electrical wires.

6. Render First Aid, if necessary.

7. Verify that all students/staff are accounted for.

8. If communication lines are available, notify: Nevada City Administration Office (530-265-4823) to maintain communication coordination.

9. The person in authority will determine the feasibility of closing the school. In most parts of California, the initial shock is the most severe; subsequent shocks are generally less severe. In a few areas of California, there is an historical pattern that indicates subsequent shocks may be more severe than the initial tremor.

Know your area. If you are in an area with a historical pattern indicating subsequent shocks, it should be considered in determining how long the buildings should remain unoccupied.

10. Turn off all gas, electricity and water, as quickly as possible. These shall remain OFF until all reasonable danger of aftershock has passed and, it has been determined by inspection that there is no damage to any of the systems.

On Grounds:

1. The teacher, or person in authority, implements the Action to DROP. The safest place is in the open, away from trees, buildings and exposed wires. Stay there until the earthquake is over.

2. DO NOT RUN!

3. Follow procedures 4 – 10 under “Inside School Building” above.

EMERGENCY/DISASTER POLICY: Chemical Accident

- Notification of chemical accidents usually comes from the Fire or Police Department, or from Civil Defense officials (Office of Emergency Services). FCS staff/students/parents will most likely be notified of a chemical accident when such an incident occurs near a building threatening the safety of the students and/or staff. In the case of incident occurring at a location other than the learning center, notification may not be provided to everyone. Therefore, if there is a suspicion of a chemical accident, immediately contact the local Fire and Police Departments, and follow all directions they provide.
- Chemical accidents of disaster magnitude include tank truck or railroad accidents involving large quantities of toxic gases. Should such an accident endanger the students and/or staff, the following will be accomplished:
 1. Although it is usually advisable to remain inside until ordered to evacuate, the person in authority should determine the need to implement Action to LEAVE THE BUILDING. Then, determine whether students/staff should leave the area. This direction will most likely come from the Fire or Police personnel in charge.
 2. Move upwind to avoid fumes.
 3. Render First Aid, if necessary.
 4. **Call 911 if not already on scene.**
 5. Verify that all students/staff are accounted for. If anyone is missing, notify on-scene Fire Chief.
 6. Notify the Nevada City Administration Office (530-265-4823) to maintain communication coordination, if appropriate.
 7. Follow directions given by on-scene Fire Chief. Students and/or staff should NOT return to the building until the official in charge declares the area safe.

EMERGENCY/DISASTER POLICY: Explosion or Threat of Explosion

In the event of an explosion at any FCS site or the threat of an explosion, the following will be accomplished:

Explosion:

1. Command DROP is given or staff should react by following this procedure even in the event no command is given.
2. If the explosion occurred within a building or threatened a building, the staff should immediately implement Action to LEAVE THE BUILDING.
3. Move to an area of safety
4. Render First Aid as necessary.

5. Call 911

6. Verify that all students/staff are accounted for.
7. Staff/students should not return to the building until the Fire Department officials declare the area safe.

Threat of Explosion:

1. Announce over public address system or by messenger to implement Action to LEAVE THE BUILDING.
2. Follow all other direction above, in order, if applicable.

EMERGENCY/DISASTER POLICY: Hold-up, Shooting, Hostage, Etc.

If confronted with situations such as hold-up, shooting, taking of hostages or other civil disturbance, one should:

1. Remain as calm as possible, keep a clear head, **DON'T PANIC.**
2. Go along with the demands of the individual controlling the situation, as much as possible.
3. DO NOT risk death or injury by trying to overcome the individual.
4. Provide assistance (First Aid, assurance, motivation, etc.) to others.
5. Study the details of the situation, i.e., what the person is wearing, what is said, names, physical appearance, what occurs).
6. As soon as possible...and...ONLY WHEN SAFE to do so, notify someone outside of the situation. **CALL 911**

EMERGENCY/DISASTER POLICY: Bomb Threat (Peacetime)

If a bomb threat occurs, the following procedure will be followed:

1. Threat delivered by phone call: The person who receives the call should use the Bomb Threat Information Form to get as much information as possible from the caller.

2. Call 911

3. Notify the person in authority of the situation as soon as possible.

4. Sound alarm or announce through a runner that there is an emergency. This will implement Action to LEAVE THE BUILDING.

5. Caution staff/students against picking up or disturbing any strange object. IT COULD BE A BOMB.

6. Staff/students should not return to the building until the official in charge declares that the area is safe.

EMERGENCY/DISASTER POLICY: (Severe) Windstorm

The U. S. Weather Bureau can usually forecast severe windstorms with a high degree of accuracy. If time and conditions permit, students and staff may be directed to GO HOME prior to an emergency. However, if high winds develop during work hours with little or no warning, the following emergency actions will be accomplished:

1. Implement Action to TAKE COVER. If possible, designee will locate cell phone and take to shelter
2. Students and/or staff should assemble inside shelters or buildings designated as most safe for prevailing conditions. Avoid auditoriums and other structures with large roof spans

Note: If time permits, take in or secure trash cans, tables, etc. which are outside and could be flying objects of debris

3. Evacuate rooms bearing full force of winds
4. Close windows and blinds
5. Remain near an inside wall on the floor, if possible
6. Keep tuned to a local radio station for latest advisory information
7. Verify that all staff/students are accounted for
8. Notify Nevada City Administration Office (530-265-4823) to maintain communication coordination

EMERGENCY/DISASTER POLICY: Flood

Weather conditions are usually predicted with a high degree of accuracy. With information available in advance, special instructions will be issued as the need arises.

If information is received that any of the dams in the area have been severely damaged, flooding may be imminent.

The EXTENT of the flood and the TIME before it arrives will dictate the course of action to be taken. The person in authority may initiate the following emergency Actions:

1. GO HOME
2. LEAVE THE BUILDING
3. DIRECT TO TRANSPORTATION
4. Provide care for students at school, if applicable
5. Coordinate Actions with School District/County Schools Emergency Operations Center

Forest Charter School

EMERGENCY/DISASTER POLICY: Aircraft - Fallen

In the event that aircraft falls on or near your building, endangering students and/or staff, the following will be accomplished:

1. The designated authority will determine which Action, if any, should be implemented. Where necessary, staff will take immediate action for their own safety and the safety of students, without waiting for directions.

2. All students and/or staff are to maintain a safe distance in case of possible explosion.

3. Call 911

4. Assess immediate situation and take action to evacuate the area, if necessary.

5. Call Nevada City Administration office (530-265-4823) to maintain communication.

6. Verify that all students and/or staff are accounted for. If anyone is missing, notify on-scene fire chief.

7. The official in charge will direct further action, as required.

8. Students and/or staff should not return to the building until the official in charge declares the area safe.

Forest Charter School

EMERGENCY/DISASTER POLICY: War

Strategic Warning is given when enemy-initiated hostilities may be imminent. Dissemination will be by news media, radio, television and newspapers. No public warning devices will be sounded. This warning may last for several hours or several days.

In the event of a Strategic Warning, the following will be accomplished:

1. Implement Action to GO HOME.
2. Take necessary steps to close school, if applicable.
3. Notify the Nevada City Administration Office (530/265-4823) when this is done.

Alert Signal Attack Probable will be issued by announcement of an EMERGENCY ACTION NOTIFICATION, implement Emergency Broadcast System. This warning indicates confirmed information received that an attack by hostile forces against the North American continent is anticipated.

Dissemination: (1) 3 to 5 minute steady blast on a public warning device.
(2) Monitor Radio Receivers, EBS Station.

The Civil Defense Plan establishes the following procedures in the event of an ALERT SIGNAL:

1. Turn on the radio for information and instructions. The local station which is part of the Emergency Broadcast System: (refer to your local station) on the AM radio dial.
2. Take one of the following actions, as directed:
 - *Prepare for an attack until the TAKE COVER SIGNAL is heard.
 - *Implement Action to TAKE COVER. Take the best possible shelter.
3. The Civil Defense Plan sets forth an automatic response to the ALERT SIGNAL.
4. Notify the Nevada City Administration office (530-265-4823) to maintain communication coordination.

Take Cover Signal Attack Imminent occurs following confirmed information that hostile forces have been detected and are committed to an attack against the North American continent, or that hostile forces have been detected and are committed to an attack against our continent, or that an attack has taken place within the North American continent.

Dissemination: (1) 3 minute warbling, or series of short blasts, on a public warning device.

(2) Monitor Radio Receiver, EBS Station.

In the event of the warning to TAKE COVER SIGNAL ATTACK IMMINENT, the following will be accomplished:

1. Execute Action to TAKE COVER.
2. Turn on the battery operated AM radio and tune to the local Early Broadcast System frequency for official information and instructions (refer to your local station) on the AM radio dial.
3. Secure area to minimize possibility of persons being struck by flying objects.
4. Make contact with appropriate authorities, if possible and notify the County Office Emergency Operation Center of the action taken.
5. Verify that all students/staff are accounted for.
6. Remain in the shelter until action is advised or directed by competent authority.
7. Notify the Nevada City Administration office (530-265-4823) to maintain communication coordination.

FIRE DRILLS AND FIRE EXTINGUISHER INSPECTIONS

Instruction

The school shall hold fire drills at each site: one per semester. Fire Extinguishers shall have an inspection completed once every year.

1. All students, teachers, and other employees shall be required to leave the school building in an orderly and rapid manner. Teachers shall ascertain that no student remains in the building. Teachers are to bring with them a roll sheet of students, car keys and cell phone.
2. Teachers shall be prepared to select alternate exits and direct their classes to these exits in the event the designated escape route is blocked.
3. A record shall be kept in the administration office of each fire drill conducted.
4. In the event that fire is discovered in any part of the school, the fire department shall be called immediately after the signal is given to evacuate the building.
5. Administrators and teachers shall recognize that it is essential in any emergency to prevent panic by giving students clear direction and supervision.

BASIC EMERGENCY PLAN

School emergency contact numbers:

Peter Sagebeil (530) 263-7202 Paul Simoes (530) 559-3568

B.J. Hatcher (530) 412-1424 Janice Eggers (530) 401-2811

Christine Sween (530) 575-0402 Emergency Dial 911

In all situations, teachers and staff should exercise their best judgement in ensuring the safety of the students.

ACTIVE SHOOTER RESPONSE – ALICE

Respond appropriately related to what you see, hear, and what you know

ALERT, LOCKDOWN

Alert – call 911 and leave line open (silence cell phones & other noise)

Lockdown - If you cannot safely evacuate, secure the doors and barricade

INFORM, COUNTER

Inform – When safe to do so, provide as much information as possible

Counter – As a last resort, and only if life is in imminent danger, attempt to disrupt, and/or incapacitate active shooter by throwing items, yelling, and distracting.

EVACUATE

- If safe to do so – this is the first choice!
- Have an escape route in mind
- Leave your belongings behind
- Keep hands visible to Law Enforcement when leaving building
- Prevent others from entering

FIRE/BUILDING EVACUATION PLAN

- Calmly have students file out of the room – leave all belongings behind
- Follow the designated evacuation route posted
- Take your roll book & turn off the lights
- Do not lock the door
- Once in the evacuation area, take attendance. Keep students in an organized group
- Remain with students in the evacuation area until the all clear is given

LOCKDOWN

Appropriate for threats posed from outside or inside the building (i.e. nearby criminal activity, intruder on site, hazardous spill, or animal related incident).

Any staff member or law enforcement can call a Lockdown by dialing 2580

- Follow the emergency directions given by first responders and/or law enforcement
- Lock exterior doors and close curtains and blinds
- Take cover away from windows and doors
- **Remain in your room until law enforcement or an administrator unlocks your door, giving the all clear**

SHELTER IN PLACE

- Lock doors and don't allow students out of the room
- Continue normal activities and wait for further instructions
- Shelter in Place can be called and released over the intercom

EARTHQUAKE

- Duck, cover, and hold under solid furniture
- If you are outdoors, move away from buildings, streetlights, and utility wires. Once in the open, duck, cover, and stay there until the shaking stops

BOMB THREAT PROCEDURE

1. While speaking with the person calling in the threat, the "Bomb Threat Information Form" should be completed.
2. Call 911 (use non-emergency number if drill).
3. Quickly scan immediate area of building prior to evacuation. Note: devices are most likely to be outside or in a common area.
4. Do not pick up, move, or disturb any strange or unknown objects. COULD BE A BOMB.
5. If bomb threat is determined to be real, follow "Lockdown Procedure" or "Evacuation Procedure" as determined by threat.

Note: All radios, cell phones, and other electronic communication devices should be turned off during a bomb threat as they have the potential to trigger certain types of bombs.

BOMB THREAT INFORMATION FORM

Be calm and courteous; do not interrupt the caller; quietly notify an administrator

Name of person receiving call: _____

Time: _____ Date: _____ Call Length: _____ Caller ID #: _____

Check Appropriate information:

Caller is:

____ Male; ____ Female; ____ Adult; ____ Youth

Caller's Voice Characteristics:

____ Loud; ____ Soft; ____ Deep; ____ Raspy; ____ High-pitched; ____ Persistent

Caller's Language:

____ Excellent; ____ Poor; ____ Fair; ____ Profane

Caller's Manner:

____ Irrational; ____ Rational; ____ Angry; ____ Calm; ____ Nervous; ____ Sober; ____ Drunk;
____ Emotional; ____ Incoherent; ____ Laughing; ____ Familiar Voice

Background Noises:

____ Street; ____ Animals; ____ Music; ____ Voices

Sample questions to ask caller:

When will it go off? _____

How much time is left before it goes off? _____

What kind of bomb? _____

Where are you now? _____

How do you know so much about the bomb? _____

What is your name? _____

Why did you plant the bomb? _____

Where did you plant the bomb? _____

August 16, 2018

The Honorable Thomas Anderson
Supervising Judge of the Grand Jury
201 Church Street
Nevada City, CA 95959

Dear Honorable Thomas Anderson:

I appreciate the efforts of the Grand Jury for researching and creating the report titled, *"Will the Public Suffer Because of Unfunded Pension Liabilities?"*. The following is our required response to that report.

Forest Charter School administrators, board members, and staff have discussed the concerns over the impact of the increased costs required to support the State's unfunded pension liability. While we appreciate the State of California taking steps to ensure the fiscal solvency of the pension system, we are also keenly aware of the fiscal impact on the school. The increased costs exceed any increase in state revenue and there are no new funding resources to help offset this cost. To help meet this unfunded liability, Forest Charter School supplements the increase by earmarking a portion of our ending fund balance to bridge the gap of the increased costs. By 2020, we plan to fully fund our pension liability through our annual revenue. However, this increased cost will likely impact programs.

As required by Penal Code Section 933.05, Forest Charter School's response to the recommendations is as follows:

Recommendations:

Recommendation 3

For the purpose of transparency and easy access, each agency should provide links to three years of audited financial statements and summary pension data for the same period on the financial page of its public website.

Agree

Forest Charter School is sponsored by the Nevada County Superintendent of Schools (NCSoS) and our annual audits are coordinated by NCSoS. As our sponsoring agency, NCSoS is going to post three years of audited financial statements on its public website. To facilitate the public's access, we will provide links to these statements on the financial page of our school's public website. Summarized pension data is included with the audited financial statements.

In addition, to increase transparency for the public, Forest Charter School will post our current year budget and budget narrative on the financial page of our public website. The budget and budget narrative will also be available as part of the board packets posted on our website.

Recommendation 4

Public agencies should consider implementing the suggestions from the league of California cities.

Disagree

As articulated in the response from the Nevada County Superintendent of Schools, this recommendation is not applicable to Local Educational Agencies (LEA) in Nevada County and will not be implemented because CalPERS and CalSTRS are the responsible entities regarding public employee pensions. Any funds reserved at the LEA, Union or employee levels would not impact the unfunded liability as this liability is legally that of the pension systems. The LEA and employee offset this unfunded liability indirectly through the increased contributions imposed by decisions made by CalPERS and CalSTRS in their efforts to fund the long-term liabilities. However, Forest Charter School is planning for increased contributions to CalPERS and CalSTRS.

Recommendation 6

Nevada County Superintendent of Schools should report the Net Pension Liability for charter schools that are part of its agency's audit.

Agree

The Net Pension Liability for charter schools is important information and should be transparent to the public. We will work with the Nevada County Superintendent of Schools (NCSoS) to ensure that this is available and we will provide links on the financial page of our public website to this information.

I would like to once again express my appreciation to the Grand Jury for looking into this ongoing concern. We hope that the legislature can find additional funding streams to support this pension liability so that students' educations are not impacted.

Sincerely,

Peter Sagebiel
Executive Director
Forest Charter School



Forest Charter School

A Personalized Learning Program

Accredited by the Western Association of Schools and Colleges

Resolution #1819-081-121

Authorization for Director Credit Card Limits

WHEREAS, the Governance Council of Forest Charter School authorizes Debbie Carter, Business Director, to pre-approve credit card purchases made by the Executive Director for an amount not to exceed \$1000.00 per purchase. The FCS Credit card will be used to purchase goods and services necessary to accomplish the goals of the charter school.

NOW, THEREFORE, BE IT ALSO RESOLVED that this resolution supersedes all previous authorizations and will be in effect until further notice.

PASSED AND ADOPTED on August 28, 2018 at the regular meeting of the Governance Council by the following vote:

Ayes: _____

Noes: _____

Absent/Abstentions: _____

I certify that the foregoing Resolution was duly introduced, passed and adopted as stated.

Charter Council Chair

ATTESTED:

I hereby certify this to a full and correct copy of a Resolution duly adopted by the Charter Council of the Forest Charter School.

Secretary to the Council

Date

Checks Dated 06/01/2018 through 06/29/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
18-546636	06/01/2018	CALTRONICS BUSINESS SYSTEMS 81-0009-4300-00-000-0-0000-2750-000-0000	12.00	.00
18-546653	06/01/2018	OFFICE DEPOT 81-0009-4300-00-000-0-0000-2750-000-0000	268.65	.00
18-546658	06/01/2018	STAPLES BUSINESS CREDIT 81-0009-4300-00-000-0-0000-2750-000-0000	73.86	.00
18-547154	06/08/2018	OFFICE DEPOT 81-0009-4300-00-000-0-0000-2750-000-0000	165.70	.00
18-547160	06/08/2018	SUSAN BINON 81-0009-4300-00-000-0-0000-2750-000-0000	119.30	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-0000-2750-000-0000	63.71	.00
18-547603	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-0000-2750-000-0000	245.24	.00
18-548175	06/22/2018	SHAWN FLYNN 81-0009-4300-00-000-0-0000-2750-000-0000	17.94	.00
18-548177	06/22/2018	STAPLES BUSINESS CREDIT 81-0009-4300-00-000-0-0000-2750-000-0000	17.64	.00
18-548547	06/29/2018	OFFICE DEPOT 81-0009-4300-00-000-0-0000-2750-000-0000	226.91	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-0000-2750-690-0000	314.91	.00
18-546653	06/01/2018	OFFICE DEPOT 81-0009-4300-00-000-0-0000-8100-000-0000	38.49	.00
18-546656	06/01/2018	SAC-VAL JANITORIAL SUPPLIES 81-0009-4300-00-000-0-0000-8100-000-0000	216.17	.00
18-547156	06/08/2018	SAC-VAL JANITORIAL SUPPLIES 81-0009-4300-00-000-0-0000-8100-000-0000	103.66	.00
18-547589	06/15/2018	REED'S LOCKS INC 81-0009-4300-00-000-0-0000-8100-000-0000	30.24	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-0000-8100-000-0000	1,014.99	.00
18-548541	06/29/2018	B & C ACE HOME CENTER 81-0009-4300-00-000-0-0000-8100-000-0000	34.37	.00
18-546634	06/01/2018	BLICK ART MATERIALS 81-0009-4300-00-000-0-1110-1000-000-0000	192.21	.00
18-546641	06/01/2018	EMILY DESLER 81-0009-4300-00-000-0-1110-1000-000-0000	52.56	.00
18-546649	06/01/2018	NANCY MARKSON 81-0009-4300-00-000-0-1110-1000-000-0000	21.86	.00
18-546654	06/01/2018	RAINBOW RESOURCE CENTER 81-0009-4300-00-000-0-1110-1000-000-0000	82.03	.00
18-547134	06/08/2018	CHRISTINA COOK 81-0009-4300-00-000-0-1110-1000-000-0000	23.65	.00
18-547147	06/08/2018	JULI MARKS 81-0009-4300-00-000-0-1110-1000-000-0000	19.62	.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 06/01/2018 through 06/29/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
18-547159	06/08/2018	STAPLES BUSINESS CREDIT 81-0009-4300-00-000-0-1110-1000-000-0000	74.00	.00
18-547577	06/15/2018	BLICK ART MATERIALS 81-0009-4300-00-000-0-1110-1000-000-0000	190.26	.00
18-547585	06/15/2018	JANICE EGGERS 81-0009-4300-00-000-0-1110-1000-000-0000	168.24	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-1110-1000-000-0000	541.47	.00
18-548164	06/22/2018	LIVING MATH 81-0009-4300-00-000-0-1110-1000-000-0000	75.00	.00
18-548167	06/22/2018	MICHELLE OGAIDI 81-0009-4300-00-000-0-1110-1000-000-0000	26.59	.00
18-548173	06/22/2018	SARAH M QUINE 81-0009-4300-00-000-0-1110-1000-000-0000	162.60	.00
18-548176	06/22/2018	SOWASH VENTURES LLC 81-0009-4300-00-000-0-1110-1000-000-0000	810.86	.00
18-548177	06/22/2018	STAPLES BUSINESS CREDIT 81-0009-4300-00-000-0-1110-1000-000-0000	26.89	.00
18-548540	06/29/2018	A BRIGHTER CHILD HOMESCHL BKS 81-0009-4300-00-000-0-1110-1000-000-0000	300.01	.00
18-548551	06/29/2018	SARAH M QUINE 81-0009-4300-00-000-0-1110-1000-000-0000	20.70	.00
18-547140	06/08/2018	FOLLETT SCHOOL SOLUTIONS INC 81-0009-4300-00-000-0-1110-1000-672-0000	123.11	.00
18-548543	06/29/2018	CENGAGE LEARNING 81-0009-4300-00-000-0-1110-1000-672-0000	2,268.04 ✓	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-1110-1000-674-0000	149.34-	.00
18-548154	06/22/2018	CDI COMPUTER DEALERS INC 81-0009-4400-00-000-0-1110-1000-000-0000	3,043.16 ✓	.00
18-548546	06/29/2018	NEVADA COUNTY CHARTER SERVICES AUTHORITY 81-0009-5100-00-000-0-5770-1100-000-0000	32,740.13	.00
		81-0009-5100-00-000-0-5770-1190-000-0000	9,765.53	.00
		81-0009-5100-00-000-0-5770-2140-000-0000	4,017.31	.00
		81-0009-5100-00-000-0-5770-3120-000-0000	4,901.86	.00
		81-0009-5100-00-000-0-5770-3140-000-0000	707.75	.00
		81-0009-5100-00-000-0-5770-4000-000-0000	629.61	.00
18-547137	06/08/2018	EDGENUITY INC 81-0009-5210-00-000-0-1110-1000-000-0000	2,391.30 ✓	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-5210-00-000-0-1110-1000-000-0000	1,424.30	.00
18-546657	06/01/2018	SOUTHWEST GAS CORPORATION 81-0009-5510-00-000-0-0000-8140-000-0000	98.95	.00
18-547588	06/15/2018	PACIFIC GAS & ELECTRIC COMPANY 81-0009-5510-00-000-0-0000-8140-000-0000	34.21	.00

Chromebooks

SPECIAL ED

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 06/01/2018 through 06/29/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-O000-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
18-548548	06/29/2018	PACIFIC GAS & ELECTRIC COMPANY 81-0009-5510-00-000-0-0000-8140-000-0000	11.04	.00
18-548552	06/29/2018	SOUTHWEST GAS CORPORATION 81-0009-5510-00-000-0-0000-8140-000-0000	55.52	.00
18-547588	06/15/2018	PACIFIC GAS & ELECTRIC COMPANY 81-0009-5520-00-000-0-0000-8140-000-0000	1,394.81	.00
18-548179	06/22/2018	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER 81-0009-5520-00-000-0-0000-8140-000-0000	565.18	.00
18-548548	06/29/2018	PACIFIC GAS & ELECTRIC COMPANY 81-0009-5520-00-000-0-0000-8140-000-0000	51.16	.00
18-546637	06/01/2018	CITY OF NEVADA CITY 81-0009-5540-00-000-0-0000-8140-000-0000	398.80	.00
18-548179	06/22/2018	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER 81-0009-5540-00-000-0-0000-8140-000-0000	91.02	.00
18-546637	06/01/2018	CITY OF NEVADA CITY 81-0009-5550-00-000-0-0000-8140-000-0000	126.34	.00
18-547604	06/15/2018	WASTE MANAGEMENT 81-0009-5570-00-000-0-0000-8100-000-0000	264.70	.00
18-546639	06/01/2018	DE LAGE LANDEN FINCL SRV INC 81-0009-5600-00-000-0-0000-2740-000-0000	1,200.29	.00
18-547132	06/08/2018	CALTRONICS BUSINESS SYSTEMS 81-0009-5600-00-000-0-0000-2740-000-0000	136.61	.00
18-548153	06/22/2018	CALTRONICS BUSINESS SYSTEMS 81-0009-5600-00-000-0-0000-2740-000-0000	908.98	.00
18-548158	06/22/2018	DE LAGE LANDEN FINCL SRV INC 81-0009-5600-00-000-0-0000-2740-000-0000	197.34	.00
18-547579	06/15/2018	COUNTY OF NEVADA ATTN: PAT SCHOELLERMAN 81-0009-5600-00-000-0-0000-8700-000-0000	875.00	.00
18-548166	06/22/2018	MASTERS COURT TRUST 81-0009-5600-00-000-0-0000-8700-000-0000	895.00	.00
18-548169	06/22/2018	NEVADA CITY SCHOOL DISTRICT 81-0009-5600-00-000-0-0000-8700-000-0000	13,541.67 ✓	.00
18-548171	06/22/2018	PIONEER COMMERCE CENTER 81-0009-5600-00-000-0-0000-8700-000-0000	13,282.55 ✓	.00
18-548544	06/29/2018	FOREST CHARTER SCHOOL REVOLVING CASH ACCOUNT 81-0009-5800-00-000-0-0000-2700-000-0000	31.35	.00
18-548550	06/29/2018	R&B COMMUNICATIONS 81-0009-5800-00-000-0-0000-2740-000-0000	380.00	.00
18-548170	06/22/2018	NEVADA COUNTY SUPERINTENDENT OF SCHOOLS 81-0009-5800-00-000-0-0000-2750-000-0000	8.00	.00
18-546635	06/01/2018	BRUCE MAIRS 81-0009-5800-00-000-0-0000-8100-000-0000	1,318.70	.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 06/01/2018 through 06/29/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-O000-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
18-547600	06/15/2018	THE CLEANING SOLUTION 81-0009-5800-00-000-0-0000-8100-000-0000	2,137.50 ✓	.00
18-548151	06/22/2018	ALPENGLOW CLEANING INC 81-0009-5800-00-000-0-0000-8100-000-0000	2,450.00 ✓	.00
18-548542	06/29/2018	BRUCE MAIRS 81-0009-5800-00-000-0-0000-8100-000-0000	1,060.76 ✓	.00
18-547139	06/08/2018	FLAT ROOF SPECIALISTS INC 81-0009-5800-00-000-0-0000-8100-690-0000	1,000.00	.00
18-546633	06/01/2018	BEVERLY K MARKS 81-0009-5800-00-000-0-1110-1000-000-0000	1,440.00 ✓	.00
18-546638	06/01/2018	CLAUDIA C JEFFERS DBA MUD HUT 81-0009-5800-00-000-0-1110-1000-000-0000	150.00	.00
18-546640	06/01/2018	E-Z WAY DRIVING SCHOOL INC. 81-0009-5800-00-000-0-1110-1000-000-0000	2,485.00 ✓	.00
18-546642	06/01/2018	EXTREME GYMNASTICS INC 81-0009-5800-00-000-0-1110-1000-000-0000	105.00	.00
18-546644	06/01/2018	GRASS VALLEY DRIVING SCHOOL 81-0009-5800-00-000-0-1110-1000-000-0000	540.00	.00
18-546645	06/01/2018	JENNIFER SMTIH THE SMITH STUDIO 81-0009-5800-00-000-0-1110-1000-000-0000	390.00	.00
18-546647	06/01/2018	JULIE LANGSTON 81-0009-5800-00-000-0-1110-1000-000-0000	75.00	.00
18-546648	06/01/2018	KRISTINE A CORDELL 81-0009-5800-00-000-0-1110-1000-000-0000	175.00	.00
18-546650	06/01/2018	NEVADA CITY BALLET ACADEMY 81-0009-5800-00-000-0-1110-1000-000-0000	275.00	.00
18-546652	06/01/2018	NORTHERN SIERRA AQUATICS 81-0009-5800-00-000-0-1110-1000-000-0000	148.00	.00
18-546655	06/01/2018	ROSA HENSEL 81-0009-5800-00-000-0-1110-1000-000-0000	211.00	.00
18-546660	06/01/2018	TAMARA D GRAY 81-0009-5800-00-000-0-1110-1000-000-0000	1,139.58 ✓	.00
18-547130	06/08/2018	AUBURN GYMNASTICS CENTER 81-0009-5800-00-000-0-1110-1000-000-0000	220.00	.00
18-547131	06/08/2018	BREANNE RICE 81-0009-5800-00-000-0-1110-1000-000-0000	590.00	.00
18-547133	06/08/2018	CELESTE R WINGERD 81-0009-5800-00-000-0-1110-1000-000-0000	4,045.95 ✓	.00
18-547135	06/08/2018	CLAUDIA C JEFFERS DBA MUD HUT 81-0009-5800-00-000-0-1110-1000-000-0000	525.00	.00
18-547136	06/08/2018	DAVID A COLLINS 81-0009-5800-00-000-0-1110-1000-000-0000	716.00	.00
18-547137	06/08/2018	EDGENUITY INC 81-0009-5800-00-000-0-1110-1000-000-0000	8,608.70 ✓	.00
18-547138	06/08/2018	EXTREME GYMNASTICS INC 81-0009-5800-00-000-0-1110-1000-000-0000	105.00	.00
18-547141	06/08/2018	GOLD COUNTRY GYMNASTICS 81-0009-5800-00-000-0-1110-1000-000-0000	290.00	.00
18-547142	06/08/2018	GWENDOLYN DRAZICH 81-0009-5800-00-000-0-1110-1000-000-0000	2,185.00 ✓	.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 06/01/2018 through 06/29/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
18-547143	06/08/2018	HEALING PASTURES INC 81-0009-5800-00-000-0-1110-1000-000-0000	1,985.00 ✓	.00
18-547144	06/08/2018	JENNIFER A FLETCHER 81-0009-5800-00-000-0-1110-1000-000-0000	650.00	.00
18-547146	06/08/2018	JUANITA Q MCCREERY 81-0009-5800-00-000-0-1110-1000-000-0000	1,050.00 ✓	.00
18-547148	06/08/2018	KAITLYN BRENNAN 81-0009-5800-00-000-0-1110-1000-000-0000	595.00	.00
18-547149	06/08/2018	KARLA A RAUBITSCHEK ONE-II-ONE MATH TUTORING 81-0009-5800-00-000-0-1110-1000-000-0000	105.50	.00
18-547150	06/08/2018	LAWRENCE GERALD SCHIAVONE 81-0009-5800-00-000-0-1110-1000-000-0000	2,145.00 ✓	.00
18-547151	06/08/2018	MARIA KLINSMANN 81-0009-5800-00-000-0-1110-1000-000-0000	2,300.00 ✓	.00
18-547155	06/08/2018	ROSE-MAY MICKELSON 81-0009-5800-00-000-0-1110-1000-000-0000	125.00	.00
18-547157	06/08/2018	SAMANTHA MILO CAVALLO STABLES LLC 81-0009-5800-00-000-0-1110-1000-000-0000	300.00	.00
18-547158	06/08/2018	SIERRA DANCE INSTITUTE 81-0009-5800-00-000-0-1110-1000-000-0000	250.00	.00
18-547161	06/08/2018	TAHOE SCHOOL OF MUSIC 81-0009-5800-00-000-0-1110-1000-000-0000	175.00	.00
18-547578	06/15/2018	CENTER STAGE DANCE STUDIO 81-0009-5800-00-000-0-1110-1000-000-0000	197.40	.00
18-547580	06/15/2018	ELIZABETH BROWN 81-0009-5800-00-000-0-1110-1000-000-0000	90.00	.00
18-547581	06/15/2018	FELICIA S TRACY EMIGRANT SPRINGS HORSEMANSHIP 81-0009-5800-00-000-0-1110-1000-000-0000	500.00	.00
18-547582	06/15/2018	FLORRIE NOVAK DBA ENGINEERING FOR KIDS 81-0009-5800-00-000-0-1110-1000-000-0000	400.00	.00
18-547583	06/15/2018	GRASS VALLEY DRIVING SCHOOL 81-0009-5800-00-000-0-1110-1000-000-0000	380.00	.00
18-547584	06/15/2018	HIKARI RYUZA CENTER 81-0009-5800-00-000-0-1110-1000-000-0000	150.00	.00
18-547586	06/15/2018	LYNNE CROFT MUSIC STUDIO 81-0009-5800-00-000-0-1110-1000-000-0000	560.00	.00
18-547587	06/15/2018	OAK KNOLL EQUESTRIAN CENTER 81-0009-5800-00-000-0-1110-1000-000-0000	675.00	.00
18-547590	06/15/2018	ROSE-MAY MICKELSON 81-0009-5800-00-000-0-1110-1000-000-0000	100.00	.00
18-547593	06/15/2018	SIERRA HARVEST 81-0009-5800-00-000-0-1110-1000-000-0000	120.00	.00
18-547595	06/15/2018	SUZANNE R BARTOW SUE B HORSES & TRAINING 81-0009-5800-00-000-0-1110-1000-000-0000	250.00	.00
18-547596	06/15/2018	SUZIE GEMIGNANI 81-0009-5800-00-000-0-1110-1000-000-0000	225.00	.00

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Checks Dated 06/01/2018 through 06/29/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-O000-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
18-547597	06/15/2018	SWENJA ZIEGLER DBA: TRUCKEE PIANO LESSONS 81-0009-5800-00-000-0-1110-1000-000-0000	315.00	.00
18-547598	06/15/2018	TEACHERS CURRICULUM INSTITUTE 81-0009-5800-00-000-0-1110-1000-000-0000	1,442.00 ✓	.00
18-547599	06/15/2018	TERESA OAKES 81-0009-5800-00-000-0-1110-1000-000-0000	3,239.00 ✓	.00
18-547601	06/15/2018	THE RIDGE GC LLC 81-0009-5800-00-000-0-1110-1000-000-0000	1,550.00 ✓	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-5800-00-000-0-1110-1000-000-0000	49.91	.00
18-547605	06/15/2018	XELLO 81-0009-5800-00-000-0-1110-1000-000-0000	1,049.00	.00
18-548155	06/22/2018	CHARLOTTE TURNER MUSIC STUDIO 81-0009-5800-00-000-0-1110-1000-000-0000	200.00	.00
18-548156	06/22/2018	CLEVER MINDS 81-0009-5800-00-000-0-1110-1000-000-0000	2,115.00 ✓	.00
18-548159	06/22/2018	HOUSE OF PRINT & COPY LLC 81-0009-5800-00-000-0-1110-1000-000-0000	442.26	.00
18-548162	06/22/2018	LEGENDS OF LEARNING 81-0009-5800-00-000-0-1110-1000-000-0000	500.00	.00
18-548168	06/22/2018	MORIA JACQUELINE MCAFEE 81-0009-5800-00-000-0-1110-1000-000-0000	525.00	.00
18-548172	06/22/2018	SARA M THORNBURGH 81-0009-5800-00-000-0-1110-1000-000-0000	125.00	.00
18-548174	06/22/2018	SCHOOL PATHWAYS LLC 81-0009-5800-00-000-0-1110-1000-000-0000	2,279.40 ✓	.00
18-548180	06/22/2018	WARM WATER FITNESS 81-0009-5800-00-000-0-1110-1000-000-0000	40.00	.00
18-548182	06/22/2018	ZENMAC LLC SPLIT ROCK MUSIC COMPANY 81-0009-5800-00-000-0-1110-1000-000-0000	2,205.00 ✓	.00
18-548544	06/29/2018	FOREST CHARTER SCHOOL REVOLVING CASH ACCOUNT 81-0009-5800-00-000-0-1110-1000-000-0000	400.00	.00
18-548545	06/29/2018	KRISSY MILLER KRISSY MILLER PIANO 81-0009-5800-00-000-0-1110-1000-000-0000	435.00	.00
18-548549	06/29/2018	PAUL GULLION TUTORING 81-0009-5800-00-000-0-1110-1000-000-0000	250.00	.00
18-547146	06/08/2018	JUANITA Q MCCREERY 81-0009-5800-00-000-0-1110-1000-674-0000	525.00	.00
18-547149	06/08/2018	KARLA A RAUBITSCHEK ONE-II-ONE MATH TUTORING 81-0009-5800-00-000-0-1110-1000-674-0000	192.00	.00
18-547596	06/15/2018	SUZIE GEMIGNANI 81-0009-5800-00-000-0-1110-1000-674-0000	360.00	.00

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Checks Dated 06/01/2018 through 06/29/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
18-548544	06/29/2018	FOREST CHARTER SCHOOL REVOLVING CASH ACCOUNT 81-0009-5800-00-000-0-1110-1000-674-0000	94.50	.00
18-547162	06/08/2018	YP LLC 81-0009-5801-00-000-0-0000-2750-000-0000	31.20	.00
18-547576	06/15/2018	BEFORE THE MOVIE INC 81-0009-5801-00-000-0-0000-2750-000-0000	179.00	.00
18-548181	06/22/2018	YP LLC 81-0009-5801-00-000-0-0000-2750-000-0000	31.61	.00
18-547606	06/15/2018	YOUNG MINNEY & CORR. LLP 81-0009-5802-00-000-0-0000-2750-000-0000	130.62	.00
18-546659	06/01/2018	STATE OF CALIFORNIA/DOJ DEPT OF JUSTICE/CASHIER UNIT 81-0009-5840-00-000-0-0000-2750-000-0000	488.00	.00
18-548178	06/22/2018	STATE OF CALIFORNIA/DOJ DEPT OF JUSTICE/CASHIER UNIT 81-0009-5840-00-000-0-0000-2750-000-0000	192.00	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-5920-00-000-0-0000-2740-000-0000	73.35	.00
18-547603	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-0009-5920-00-000-0-0000-2740-000-0000	6.70	.00
18-547575	06/15/2018	AT&T 81-0009-5930-00-000-0-0000-2740-000-0000	67.92	.00
18-547592	06/15/2018	SEBASTIAN 81-0009-5930-00-000-0-0000-2740-000-0000	122.87	.00
18-547594	06/15/2018	SUDDENLINK COMMUNICATIONS 81-0009-5930-00-000-0-0000-2740-000-0000	224.95	.00
18-548152	06/22/2018	AT&T 81-0009-5930-00-000-0-0000-2740-000-0000	167.57	.00
18-548157	06/22/2018	COMCAST 81-0009-5930-00-000-0-0000-2740-000-0000	712.86	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-1100-4300-00-000-0-1110-1000-000-0000	21.62	.00
18-546643	06/01/2018	FOREST CHARTER SCHOOL EDUCATION FOUNDATION 81-1100-5871-00-000-0-1110-1000-000-0000	327.02	.00
18-546651	06/01/2018	NEVADA COUNTY SUPERINTENDENT OF SCHOOLS 81-1100-5871-00-000-0-1110-1000-000-0000	164.18	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-1100-5871-00-000-0-1110-1000-000-0000	1,787.83	.00
18-548160	06/22/2018	JENNIFER HOMAN 81-1100-5871-00-000-0-1110-1000-000-0000	123.17	.00
18-548161	06/22/2018	JOSHUA MILLER 81-1100-5871-00-000-0-1110-1000-000-0000	361.27	.00
18-548163	06/22/2018	LINDA KATZ 81-1100-5871-00-000-0-1110-1000-000-0000	123.17	.00

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Checks Dated 06/01/2018 through 06/29/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
18-548165	06/22/2018	MARK KEIM 81-1100-5871-00-000-0-1110-1000-000-0000	765.25	.00
18-548546	06/29/2018	NEVADA COUNTY CHARTER SERVICES AUTHORITY 81-3310-5100-00-000-0-5770-1190-000-0000 81-3310-5100-00-000-0-5770-2750-000-0000	4,045.23 2,553.48	.00 .00
18-546646	06/01/2018	JENNIFER SUSAN HARVEY 81-6264-5210-00-000-0-1110-1000-000-0000	1,000.00	.00
18-547153	06/08/2018	MELINDA ADAMS 81-6264-5210-00-000-0-1110-1000-000-0000	106.27	.00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-6264-5210-00-000-0-1110-1000-000-0000	228.60	.00
18-546661	06/01/2018	TEACHERS CURRICULUM INSTITUTE 81-6300-4300-00-000-0-1110-1000-000-0000	4,025.95	.00
18-547152	06/08/2018	MCGRAW-HILL EDUCATION INC 81-6300-4300-00-000-0-1110-1000-000-0000	2,829.32	.00
18-548546	06/29/2018	NEVADA COUNTY CHARTER SERVICES AUTHORITY 81-6500-5100-00-000-0-5770-1100-000-0000 81-6500-5100-00-000-0-5770-1190-000-0000 81-6500-5100-00-000-0-5770-3120-000-0000 81-6500-5100-00-000-0-5770-4000-000-0000 81-6512-5100-00-000-0-5770-3120-000-0000	599.13 309.35 7,996.34 6,704.29 3,223.25	.00 .00 .00 .00 .00
18-547602	06/15/2018	US BANK CORPORATE PAYMENT SYS 81-7338-4300-00-000-0-1110-1000-000-0000	341.38	.00
18-547145	06/08/2018	JESSICA SHEER 81-7338-5800-00-000-0-1110-1000-000-0000	300.00	.00
18-547591	06/15/2018	SCHOLASTIC MAGAZINES Cancelled		1,442.27 *
Cancel	1	1,442.27		
		Total Number of Checks	139	206,575.52

Fund Recap

Fund	Description	Check Count	Expensed Amount
81	FOREST CHARTER SCHOOL	138	206,575.52
	Total Number of Checks	138	206,575.52
	Less Unpaid Tax Liability		296.64-
	Net (Check Amount)		206,278.88

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Checks Dated 07/01/2018 through 07/31/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
19-549624	07/27/2018	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION 81-0000-9508- - -0- - - -	2,745.27	.00
			ANNUAL USE TAX	
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-0000-2750-000-0000	577.55	.00
19-549039	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-0000-2750-000-0000	62.53	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-0000-2750-690-0000	273.61-	.00
19-549025	07/13/2018	B & C ACE HOME CENTER 81-0009-4300-00-000-0-0000-8100-000-0000	107.24	.00
19-549374	07/20/2018	B & C ACE HOME CENTER 81-0009-4300-00-000-0-0000-8100-000-0000	6.20	.00
19-548701	07/06/2018	STAPLES BUSINESS CREDIT 81-0009-4300-00-000-0-1110-1000-000-0000	48.23	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-1110-1000-000-0000	61.40	.00
19-549373	07/20/2018	A BRIGHTER CHILD HOMESCHL BKS 81-0009-4300-00-000-0-1110-1000-000-0000	176.61	.00
19-548696	07/06/2018	FOLLETT SCHOOL SOLUTIONS INC 81-0009-4300-00-000-0-1110-1000-672-0000	168.33	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-1110-1000-674-0000	5.94-	.00
19-549039	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-4300-00-000-0-1110-1000-676-0000	200.35	.00
19-549384	07/20/2018	NEVADA COUNTY CHARTER SERVICES AUTHORITY 81-0009-5100-00-000-0-5770-1100-000-0000	32,740.13	.00
		81-0009-5100-00-000-0-5770-1190-000-0000	9,765.53	.00
		81-0009-5100-00-000-0-5770-2140-000-0000	4,017.31	.00
		81-0009-5100-00-000-0-5770-3120-000-0000	4,901.86	.00
		81-0009-5100-00-000-0-5770-3140-000-0000	707.75	.00
		81-0009-5100-00-000-0-5770-4000-000-0000	629.61	.00
19-549023	07/13/2018	APLUS+ 81-0009-5300-00-000-0-0000-2750-000-0000	5,500.00	.00
19-549385	07/20/2018	PACIFIC GAS & ELECTRIC COMPANY 81-0009-5510-00-000-0-0000-8140-000-0000	32.05	.00
19-549625	07/27/2018	PACIFIC GAS & ELECTRIC COMPANY 81-0009-5510-00-000-0-0000-8140-000-0000	7.84	.00
19-549626	07/27/2018	SOUTHWEST GAS CORPORATION 81-0009-5510-00-000-0-0000-8140-000-0000	28.42	.00
			SPECIAL ED	

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Checks Dated 07/01/2018 through 07/31/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-O000-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
19-549385	07/20/2018	PACIFIC GAS & ELECTRIC COMPANY 81-0009-5520-00-000-0-0000-8140-000-0000	1,191.98	.00
19-549391	07/20/2018	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER 81-0009-5520-00-000-0-0000-8140-000-0000	507.35	.00
19-549625	07/27/2018	PACIFIC GAS & ELECTRIC COMPANY 81-0009-5520-00-000-0-0000-8140-000-0000	68.50	.00
19-549377	07/20/2018	CITY OF NEVADA CITY 81-0009-5540-00-000-0-0000-8140-000-0000	1,201.36	.00
19-549391	07/20/2018	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER 81-0009-5540-00-000-0-0000-8140-000-0000	81.33	.00
19-549377	07/20/2018	CITY OF NEVADA CITY 81-0009-5550-00-000-0-0000-8140-000-0000	120.34	.00
19-549040	07/13/2018	WASTE MANAGEMENT 81-0009-5570-00-000-0-0000-8100-000-0000	264.70	.00
19-548693	07/06/2018	CALTRONICS BUSINESS SYSTEMS 81-0009-5600-00-000-0-0000-2740-000-0000	44.72	.00
19-548694	07/06/2018	DE LAGE LANDEN FINCL SRV INC 81-0009-5600-00-000-0-0000-2740-000-0000	1,407.50	.00
19-549376	07/20/2018	CALTRONICS BUSINESS SYSTEMS 81-0009-5600-00-000-0-0000-2740-000-0000	442.97	.00
19-549379	07/20/2018	DE LAGE LANDEN FINCL SRV INC 81-0009-5600-00-000-0-0000-2740-000-0000	197.34	.00
19-548698	07/06/2018	PIONEER COMMERCE CENTER 81-0009-5600-00-000-0-0000-8700-000-0000	615.07	.00
19-549031	07/13/2018	JOSEPH C DAY DBA NEVADA CITY SELF STORAGE 81-0009-5600-00-000-0-0000-8700-000-0000	1,065.00	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-5600-00-000-0-0000-8700-000-0000	500.00-	.00
19-549382	07/20/2018	MASTERS COURT TRUST 81-0009-5600-00-000-0-0000-8700-000-0000	895.00	.00
19-549383	07/20/2018	NEVADA CITY SCHOOL DISTRICT 81-0009-5600-00-000-0-0000-8700-000-0000	13,541.67 ✓	.00
19-549386	07/20/2018	PIONEER COMMERCE CENTER 81-0009-5600-00-000-0-0000-8700-000-0000	14,067.35 ✓	.00
19-549029	07/13/2018	GOGUARDIAN 81-0009-5800-00-000-0-0000-2700-000-0000	3,000.00 ✓	.00
19-549036	07/13/2018	PARENTSQUARE INC 81-0009-5800-00-000-0-0000-2740-000-0000	3,375.00	.00
19-549387	07/20/2018	R&B COMMUNICATIONS 81-0009-5800-00-000-0-0000-2740-000-0000	380.00	.00
19-548692	07/06/2018	AMERICAN RED CROSS HEALTHY & SAFETY SERVICES 81-0009-5800-00-000-0-0000-2750-000-0000	5,530.00 ✓	.00

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Checks Dated 07/01/2018 through 07/31/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
19-548699	07/06/2018	SACRAMENTO TECHNOLOGY GROUP 81-0009-5800-00-000-0-0000-2750-000-0000	962.40	.00
19-548700	07/06/2018	SECURE RECORD STORAGE INC 81-0009-5800-00-000-0-0000-2750-000-0000	355.95	.00
19-549042	07/13/2018	WORKS INTERNATIONAL INC. 81-0009-5800-00-000-0-0000-2750-000-0000	3,000.00 ✓	.00
19-548691	07/06/2018	ALPENGLOW CLEANING INC 81-0009-5800-00-000-0-0000-8100-000-0000	980.00	.00
19-548702	07/06/2018	THE CLEANING SOLUTION 81-0009-5800-00-000-0-0000-8100-000-0000	2,137.50 ✓	.00
19-549028	07/13/2018	EVERGREEN CARPET CARE 81-0009-5800-00-000-0-0000-8100-000-0000	323.40	.00
19-549030	07/13/2018	GOLD MINER PEST CONTROL INC. 81-0009-5800-00-000-0-0000-8100-000-0000	850.00	.00
19-549032	07/13/2018	MR. ROOTER OF NEVADA COUNTY 81-0009-5800-00-000-0-0000-8100-000-0000	543.00	.00
19-549375	07/20/2018	BRUCE MAIRS 81-0009-5800-00-000-0-0000-8100-000-0000	1,188.91 ✓	.00
19-549026	07/13/2018	BEAM EASY LIVING CENTER 81-0009-5800-00-000-0-0000-8150-000-0000	120.00	.00
19-548695	07/06/2018	ERIKA ANNA HERREN 81-0009-5800-00-000-0-1110-1000-000-0000	500.00	.00
19-549033	07/13/2018	NICHOLE SCHOPPE 81-0009-5800-00-000-0-1110-1000-000-0000	390.00	.00
19-549034	07/13/2018	NWEA NORTHWEST EVALUATION ASSOC. 81-0009-5800-00-000-0-1110-1000-000-0000	4,937.50 ✓	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-5800-00-000-0-1110-1000-000-0000	518.96	.00
19-549381	07/20/2018	LAURA C. ASHMUN 81-0009-5800-00-000-0-1110-1000-000-0000	850.00	.00
19-548697	07/06/2018	NEVADA COUNTY FAIRGROUNDS 17TH DIST AGRICULTURAL ASSOC. 81-0009-5801-00-000-0-0000-2750-000-0000	490.00	.00
19-549027	07/13/2018	BEFORE THE MOVIE INC 81-0009-5801-00-000-0-0000-2750-000-0000	179.00	.00
19-549035	07/13/2018	PARENTS RESOURCE GUIDE 81-0009-5801-00-000-0-0000-2750-000-0000	670.50	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-5801-00-000-0-0000-2750-000-0000	531.56	.00
19-549628	07/27/2018	YP LLC 81-0009-5801-00-000-0-0000-2750-000-0000	31.20	.00
19-549627	07/27/2018	YOUNG MINNEY & CORR. LLP 81-0009-5802-00-000-0-0000-2750-000-0000	3,415.72 ✓	.00
19-549037	07/13/2018	SCHOOL PATHWAYS LLC 81-0009-5806-00-000-0-0000-2740-000-0000	2,354.80 ✓	.00

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Checks Dated 07/01/2018 through 07/31/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
19-549389	07/20/2018	STATE OF CALIFORNIA/DOJ DEPT OF JUSTICE/CASHIER UNIT 81-0009-5840-00-000-0-0000-2750-000-0000	211.00 -	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-0009-5920-00-000-0-0000-2740-000-0000	259.95	.00
19-549024	07/13/2018	AT&T 81-0009-5930-00-000-0-0000-2740-000-0000	64.25	.00
19-549041	07/13/2018	WAVE 81-0009-5930-00-000-0-0000-2740-000-0000	172.32	.00
19-549378	07/20/2018	COMCAST 81-0009-5930-00-000-0-0000-2740-000-0000	712.53	.00
19-549388	07/20/2018	SEBASTIAN 81-0009-5930-00-000-0-0000-2740-000-0000	119.50	.00
19-549390	07/20/2018	SUDDENLINK COMMUNICATIONS 81-0009-5930-00-000-0-0000-2740-000-0000	224.95	.00
19-549623	07/27/2018	AT&T 81-0009-5930-00-000-0-0000-2740-000-0000	167.88	.00
19-549624	07/27/2018	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION 81-0009-9508- - -0- - - -	3,102.75- ✓	.00
19-549380	07/20/2018	EPS/LITERACY AND INTERVENTION 81-1100-4300-00-000-0-1110-1000-000-0000	533.52	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-1100-5871-00-000-0-1110-1000-000-0000	471.25	.00
19-549624	07/27/2018	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION 81-1100-9508- - -0- - - - 81-1400-9508- - -0- - - -	3,512.49 ✓ 417.33	.00 .00
19-549384	07/20/2018	NEVADA COUNTY CHARTER SERVICES AUTHORITY 81-3310-5100-00-000-0-5770-1190-000-0000 81-3310-5100-00-000-0-5770-2750-000-0000	4,045.23 ✓ 2,553.48	.00 .00
19-549022	07/13/2018	ALL PHASE HEATING & AIR CONDITIONING INC. 81-6230-5800-00-000-0-0000-8100-000-0000	14,790.20 ✓ ENERGY PLAN	.00
19-549038	07/13/2018	US BANK CORPORATE PAYMENT SYS 81-6264-5210-00-000-0-1110-1000-000-0000	1,162.77	.00
19-549624	07/27/2018	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION 81-6300-9508- - -0- - - -	810.88	.00
19-549384	07/20/2018	NEVADA COUNTY CHARTER SERVICES AUTHORITY 81-6500-5100-00-000-0-5770-1100-000-0000 81-6500-5100-00-000-0-5770-1190-000-0000 81-6500-5100-00-000-0-5770-3120-000-0000 81-6500-5100-00-000-0-5770-4000-000-0000 81-6512-5100-00-000-0-5770-3120-000-0000	599.13 309.35 12,951.54 ✓ 1,749.09 3,223.25	.00 .00 .00 .00 .00

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Checks Dated 07/01/2018 through 07/31/2018

Check Number	Check Date	Pay to the Order of FF-RRRR-OOOO-SS-LLL-Y-GGGG-FFFF-RRR-DDDD	Expensed Amount	Check Amount
19-549624	07/27/2018	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION		
		81-7405-9508- - -0- - - -	548.98	.00
Total Number of Checks			58	181,540.36

Fund Recap

Fund	Description	Check Count	Expensed Amount
81	FOREST CHARTER SCHOOL	58	181,540.36
	Total Number of Checks	58	181,540.36
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		181,540.36

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