

Forest Charter School

Monthly Charter Council Meeting Minutes—September 20, 2011

Tuesday September 20, 2011

5:30 p.m. Closed Session

5:40 p.m. Regular Session

224 Church Street

Nevada City, CA 95959

Council Members:

Pam Barram, Chair

Linda Katz, ES Representative

Steve Ross, ES Representative

Dakota Crider, Student Representative

Matt Heaps, Parent Representative

Cheri Ray, Parent Representative

Nancy Nobles, Secretary

Minutes

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

Absent: Cheri Ray

1. Call to Order: 5:32

2. Pledge of Allegiance

3. Closed Session: Not needed

4. Action: Approval of Minutes of August 16, 2011

Matt Heaps made the motion to accept the Minutes from the August 16 meeting. Dakota Crider seconded.

Ayes: All Nays: None Abstain: None

6. Action: Adoption of the Agenda

Linda Katz made the motion to adopt the Agenda. Steve Ross seconded.

Ayes: All Nays: None Abstain: None

7. Discussion: Other

Nothing to report.

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

- Debbie reported to the Council on the 'state of the State' in regards to budget and explained that at this time the projected cut is \$267per ADA. This number is less than projections from earlier this year.
- Debbie presented to the Council the fiscal oversight letter from Holly Hermansen, which approves the FCS 2011-12 adopted budget.

9. Information: Budget Training—Debbie Carter

Debbie presented to the Council two budget overview PowerPoints. The first presentation was "Revenues Identified" and reviewed the school's major funding sources. The budget expense PowerPoint, "Expenses Clarified", included information on SB740 and primary expense categories.

10. Information: Director's Evaluation Revision—BJ Hatcher

BJ presented to the Council a draft of a new director's evaluation and a copy of the existing evaluation for comparison and input. He explained the procedure to the new members and asked the Council members to either e-mail, call or drop off any suggestions to him this month. BJ hopes to have the draft ready for approval at the next meeting.

11. Information: Student Achievement – BJ Hatcher

BJ presented a PowerPoint on the recent API results that were compiled by the State. He explained that overall the growth was good but that FCS will continue to focus on math as those scores are still weak.

BJ added that FCS met the State's growth requirement with an overall API score of 721. He explained that this is "huge" with FCS moving in to the WASC process and the Charter Renewal.

12. Information/Action: New Parent Representative Appointment —Peter Sagebiel

Peter submitted to the Council a letter of introduction from Dan Thiem, a parent interested in sitting on the Council as a new Parent Representative. He is on vacation but will be available to attend the next meeting. Peter recommended Mr. Thiem as council member.

Linda Katz made a motion to approve the appointment of Dan Thiem as Parent Representative. Steve Ross seconded.

Ayes: All Nays: None Abstain: None

13. Discussion: Renewal Update—Peter Sagebiel

Peter reported that the first draft is completed and that he will e-mail the draft to the County before it goes to the County Board for input. Pam is helping by reading the report and will give Peter feedback. Peter added that he hopes to have the final draft for the Council's review by the next meeting.

Peter thanked Debbie, BJ, Dawn Anthney and Kim Sagebiel for their help.

14. Information: WASC Accrediting Update—Paul Simoes

Paul explained the chapters included in the report:

1) Student and Community Profile, 2) Analysis of Profile, 3) Progress Report, 4) Section Reports (Criteria), 5) School Wide Action Plan.

Paul added that the target date is to send the draft report in November or December and that the WASC team will visit in March.

15. Information/Action: Tdap Update —Peter Sagebiel

Peter reminded the Council that FCS had been collecting proof of Tdap immunizations or waivers for 7th-12th graders over the past few months. We presently have 100% complete!

Ayes: All Nays: None Abstain: None

16. Information/Action: Consent Agenda – Debbie Carter

Debbie asked the Council to approve the Consent Agenda.

Matt Heaps made the motion to approve the Consent Agenda. Steve Ross seconded.

Ayes: All Nays: None Abstain: None

17. Discussion: FCS Education Foundation Report – Peter Sagebiel

Peter reported that the Foundation will be sending the annual fund drive letter out in October. He said that the Foundation had a meeting scheduled on Friday and that community member Bill Culbertson would be attending as a new member.

18. Information: Director's Update – Peter Sagebiel

- **2010-11 Enrollments:** Enrollment is at 665; this is a 'huge boost' to the budget.
- **UC/CSU Conference:** Paul, Janice and Dawn went to the conference in Davis. Paul added that it was a useful day that covered new policies and procedures.
- **Field Trips:** Debbie and Mary have been temporarily handling the new field trip procedures and small group and parent field trips.
- **Online Academy:** There are presently seven students enrolled. The academy is holding an Open House Thursday night for current and interested families; there will be three guest speakers. Steve added that he has spoken with community business owners that are looking at using students as interns.
- **Other:**
Debbie and Peter are looking at hiring a new office worker for a short term position; the position could become a full time position in the future. Posting closes on Friday.

There have been a few bumps in the Pathways reporting system; Pathways was very responsive when called in to fix the issues.

19. Discussion: Future Agenda Items

- Facility options (Invite Scott Hicks?)
- Incorporation/501c3
- Policy Binder
- Director's Evaluation Form Revision
- Cash flow training

20. Information: Reminder of Future Meeting

- 2011: October 11—Truckee; November 15; December TBA (if needed)
- 2012: January 17; February 7 (date changed); March 20; April 17; May 15; June 12 (if needed)

21. Action: Adjourn at 6:42 PM

Linda Smith made the motion to adjourn. Matt Heaps seconded.

Ayes: All

Nays: None

Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Pam Barram, Chair

Date

Vice Chair

Date