

Forest Charter School

Monthly Charter Council Meeting Minutes—September 21, 2010

Tuesday, September 21, 2010

4:30 p.m.

10725 Pioneer Trail, Suite 201

Truckee, CA 96161

Council Members:

Pam Barram, Chair/Parent Representative

Kelly Chandler, Parent Representative

Sunshine Heaps, Parent Representative

Melody Wilson, Vice-Chair/ Parent Representative

Janice Eggers, ES Representative

Linda Smith, ES Representative

Emma Robards, Student Representative

Nancy Nobles, Secretary

Minutes

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

Absent: Melody Wilson, Sunny Heaps

1. Call to Order: 4:41

2. Pledge of Allegiance

3. Action: Approval of August 17, 2010 Minutes

Kelly Chandler made the motion to accept the Minutes with amendment from the June meeting. Linda Smith seconded. Amendments: item # 15 should read \$4000 not \$14,000; item # 23, omit "this is the time to negotiate" (see Charter Renewal.)

Ayes: All Nays: None Abstain: None

4. Action: Adoption of the Agenda

Janice Eggers made the motion to adopt the Agenda. Emma Robards seconded.

Ayes: All

Nays: None

Abstain: None

5. Discussion: Other

Nothing to report.

6. Information: TTUSD Update – Peter Sagebiel

Peter reported to the Council on the progress with TTUSD. He had spoken with Steve Jennings earlier in the day and was told that TTUSD had a new MOU proposal that had been written with the help of their district's attorneys. Peter expected to have more information within the next few days and said that he was 'very hopeful' that the money owed to FCS is a priority in the MOU.

7. Information: Student Achievement – BJ Hatcher

- BJ reported to the Council on the new CAHSEE/STAR intervention program. He explained that there are three important pieces we need to see put in place: students getting to the tests, getting students to 'really take the test', and working with students on their test taking skills.

He shared the new FCS Skill Intervention form that ESs will complete for their Basic, Below Basic and Far Below Basic students. This tool will help to academically support the student is from year to year.

- BJ reported on the overall STAR scores (API, AYP) and had a handout for the Council which covered ELA API, Math API and the annual measurable objectives. He explained reasons that FCS did not make AYP this year.

8. Foundation Report – Debbie Carter, Peter Sagebiel

Debbie and Peter reported that the Foundation had held a meeting on September 15th. The meeting was attended by: Melody Wilson, Nancy Markson, Paul Simoes, Debbie Carter and Peter Sagebiel. The giving campaign letter was edited and is ready to send; Peter said the letter 'comes from a very positive place.' The Foundation hopes to have it in the mail within the next few weeks. Peter added that in the FCS parent survey completed last spring, 50% of parents said that they would be willing to donate funds to FCS.

In addition, the Foundation discussed the need for more parent/community volunteers on the board. Debbie also informed the Council that the Foundation is not required to file taxes this year since the Foundation did not receive over \$38,000 in donations.

9. Information: Joint Powers of Authority Update – Peter Sagebiel, Debbie Carter

Peter reminded the Council that the JPA was set up between the Charter Schools. The JPA was officially established on September 1, 2010. One of the JPA's functions will be to hold the student services team. Debbie explained that the employees have to wait six weeks from that date before the benefits 'kick in,' at that time they will resign from Forest Charter and be rehired by the JPA. The goal for hiring is November 1, 2010.

Peter added that this is coming along quickly and the group is working well together.

10. Information: Budget Income Training – Debbie Carter

Debbie presented a Power Point presentation to the Council titled 'Revenues Identified.' The presentation included: Block Grant Funded, General Fund Block Grant/Basic Aid, Categorical Block Grants, Lottery Funding, Non-Block Grant Funding, Economic Impact Aid (EIA), BTSA, E-Rate, Donations, Special Education and Prop 98. Debbie explained each item and answered questions from the Council.

11. Information: 2009-10 Budget – Debbie Carter

Debbie presented a Power Point presentation to the Council on the 2009/10 1st Year End Budget titled End of Year Clarification. The presentation included: Reality Check (revenues, expenditures, revenue (-) expenditures), Closing the Books and Current Year Adopted Budget. She explained each item and answered questions from the Council.

Peter presented a section of the Power Point called "Mindful Spending" and explained that this idea was presented to the ESs at the last staff meeting. The ESs were reminded to ask their families to look at needs vs. wants when using their instructional budgets. FCS has a goal of saving \$250 a year for the K-6 students and \$300 a year for the 7-8th grade students. Peter stressed that this is a goal not a requirement and that we don't want students 'going without.' This school goal would give FCS a budget savings of \$184,000.

After the Power Point presentation, Kelly questioned if this impacts co-op students also. Debbie and Peter explained that the co-op students and independent study students were looking at the same goals, even though co-op money goes towards facilities, specialty teachers, curriculum, field trips, etc. Peter said that the co-op teachers are all 'on board' with mindful spending.

12. Facilities Update – Peter Sagebiel

Peter reported to the Council that the Nevada City School District Board had recently rejected the FCS bid per Ed Code. He added that presently, NCSD is looking for a short term lease (3 years) which would not be viable for FCS. Peter has written the district's superintendant but was told that there would be no response for 30 days, also per Ed Code.

NCSD is reconvening their 7/11 group to determine the "highest and best use" for the NCE facility, this committee has up to 90 days to make a recommendation to the school board. It is still a possibility that the building could be sold.

Peter said that pieces could still be put in place for a lease between FCS and the Nevada City School District. At this time, FCS continues to look at other options.

13. Information: Foresthill Co-Op – Peter Sagebiel

Peter shared ideas that the Faculty Council had regarding engaging families in outlying areas of the larger FCS community and informing them as to the many resources available at FCS. He said that they agreed with the idea of introducing staff in the newsletter and they added the idea of a virtual tour of the school that could be added to the new website. They also thought a parent information night at the school was a good idea. The possibility of a video done by students was discussed but would need to be approved/monitored by an ES or administrator.

Kelly added that an organization chart would be helpful. The Council discussed adding that to the Family/Parent Binders.

The Faculty Council recommended that enrollment interviews in Foresthill be done only for the Foresthill co-op students and K-8 homeschool students, all others will need to come to the main Nevada City office for their interview.

14. Information/Action: Employee Handbook – Debbie Carter

Debbie reported to the Council that the Employee Handbook had been electronically sent to all of the ESs and Council members for review and updated. Debbie asked the Council for approval of the Employee Handbook.

Kelly Chandler made a motion to approve the Employee Handbook. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

15. Action: Consent Agenda – Debbie Carter

Debbie asked the Council to approve the Consent Agenda.

Emma Robards made the motion to approve the Consent Agenda contracts. Janice Eggers seconded.

Ayes: All Nays: None Abstain: None

17. Information/Action: Revised Salary Stipend – Debbie Carter

This item was tabled until the October meeting due to a lack of quorum. (Student unable to vote on this matter.)

18. Information/Action: HSA Incentive – Debbie Carter

Debbie reminded the Council that they had voted to discontinue the HAS incentive during the Adopted Budget process for the 2010/11 school year. Although this was reflected in the Adopted Budget, an updated benefits form. Although this change was reflected in the Adopted

Budget, an updated benefits form was not submitted to the County which caused two new employees to receive the incentive this year. Rather than take the incentive away from the employees, Debbie asked the Council to extend the incentive for this year only. Starting in the 2011-12 school year, this incentive would no longer be offered.

Linda Smith made a motion to approve extending the incentive for the two new employees for 2010-11. Kelly Chandler seconded the motion.

Ayes: All Nays: None Abstain: None

19. Information: Director's Update – Peter Sagebiel

- **2010-11 Enrollment:** Enrollment has been going well and is at 653; the office staff and ESs are working at a fast pace due to the many new enrollments.
- **Learning Center updates:** Peter visited classes in Foresthill and said that they were running smoothly, as though they'd been in place for a long time. Peter said that he's very happy with the structures at all of the FCS co-ops.
- **Online Classes:** FCS is still exploring the options with online classes; FCS has moved away from AVA as it is more of a fulltime online school; ES Steve Ross is still hoping to start an online technology academy.
- **Instructional Budgets:** Already covered in budget Power Point.
- **Brown Act Training:** The training is planned for November 30 at 5-7:30; location TBA. Stan Miller is organizing the event. Peter told the Council that this is a great opportunity.
- **Other:** Nothing to report.

20. Discussion: Future Agenda Items

- Budget expense training—fall
- Revised Salary Stipend
- Race to the Top (if new information)

21. Information: Reminder of Future Meeting

- 2010—October 26; November 16; December 14 (if needed);
- 2011—January 18; February 15; March 15; April 12; May 17; June 14

22. Action: Adjourn at 6:35 PM

Kelly Chandler made the motion to adjourn. Linda Smith seconded.

Ayes: All Nays: None Abstain: None

Respectfully submitted:

Nancy Nobles, Secretary

Date

Charter Council Approved:

Pam Barram, Chair

Date

Melody Wilson, Vice-Chair

Date