

Forest Charter School

Monthly Charter Council Meeting Minutes – September 19, 2017

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

Council Members:

Dan Thiem, Chair
Kaleen Ojeda-Chatigny, Vice Chair
Julie Coffin, Parent Representative
Shelly Rose, Parent Representative
Erin McCarthy, Parent Representative
Vacant, Community Representative
Dave Stanger, ST Representative
Alex Torres, ST Representative
Shawn Flynn, Secretary

Minutes

Present: Dan Thiem, Kaleen Ojeda-Chatigny, Julie Coffin, Shelly Rose, Dave Stanger, Alex Torres, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, and Shawn Flynn

Absent: None

- 1. Call to Order: 5:33 pm**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of August 22, 2017**

Julie Coffin made the motion to approve the Minutes. Dave Stanger seconded.

Ayes: Dan Thiem, Kaleen Ojeda-Chatigny, Shelly Rose, Alex Torres
Nays: None
Abstain: None

- 4. Action: Adoption of the Agenda**

Dave Stanger made the motion to approve the Agenda. Shelly Rose seconded.

Ayes: Dan Thiem, Kaleen Ojeda-Chatigny, Julie Coffin, Alex Torres
Nays: None
Abstain: None

5. Action: 2017–2018 Charter Council Appointments—Peter Sagebiel

Peter introduced Erin McCarthy, a parent of one former and one current Forest Charter students, to Council members and asked them to approve her as new Parent Representative for the 2017/18 school year.

Dave Stanger made the motion to approve the appointment of Erin McCarthy as Parent Representative for the 2017/18 school year. Kaleen Ojeda-Chatigny seconded.

Ayes: Dan Thiem, Julie Coffin, Shelly Rose, Alex Torres

Nays: None

Abstain: None

6. Closed Session

The Council met in Closed Session at 5:45 pm in compliance with the Brown Act restrictions to consider qualified matters of litigation, negotiations, student discipline, and/or personnel qualifications which are timely.

- Conference with Legal Counsel - Anticipated Litigation, Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One case.

Back in Session: 6:28 pm

Anticipated Litigation – No action taken.

7. Discussion: Other

Nothing to report.

8. Information/Action: Bylaws of Forest Charter School—Peter Sagebiel

Item tabled until October meeting.

9. Information: 2017–2018 Cash Flow—Debbie Carter

Debbie reviewed the 2017–2018 Cash Flow.

10. Information: Student Achievement—BJ Hatcher

BJ updated the Council on the CAASPP testing and Benchmark Assessments. Overall, we did well and our aggregate scores for both Math and ELA improved: Math by 2.5% and ELA by 1.5%. By the next meeting, he should have all the breakdowns for our scores.

11. Results from Math Placement Checkpoints—BJ Hatcher

BJ explained the state mandate that all 9th graders take a math placement test, and that we are responsible for reporting how many students, once placed, change to a different math class. Forest Charter School has so far had no students change their Math class after being placed by the 9th grade math placement test.

12. Information: Education Protection Account—Debbie Carter

Item tabled until October meeting.

13. Information: 2016–2017 Budget Actuals—Debbie Carter

Debbie updated the Council on the 2016–2017 Budget Actuals. We are still waiting on the County for final numbers once the books have been closed.

14. Information: WASC Update—Paul Simoes

Paul updated the Council on the progress of the WASC report and handed out schedules for the WASC Team's visit in November. They will arrive on November 12 and there will be an informal meeting that afternoon, to which Council members are all invited.

The draft Self-Study was submitted to our WASC visiting team chair, and we got the report back with very minor changes. When the Final Report is submitted to WASC, the Council will receive a copy for their review.

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

Debbie asked the Council for approval of the new contracts and warrants, pointing out the addition of "At-Will" Employment Agreements to the list of stipends and hourly contracts.

Julie Coffin made a motion to approve the new contracts and warrants. Shelly Rose seconded.

Ayes: Dan Thiem, Erin McCarthy

Nays: None

Abstain (on Contracts): Kaleen Ojeda-Chatigny, Dave Stanger, Alex Torres

16. Information: Director's Update—Peter Sagebiel

- **2017/18 Enrollment:** Current enrollment is at about 730 and continuing to increase. We are considering marketing in the Auburn area.
- **Sept 18th Professional Development Day:** All teachers and administrative staff attended a training at Nevada Union High School. Feedback from attendees was good. Debbie attended a legal workshop instead of the NU training.
- **NWEA Training:** All teachers and administrative staff received training at the last Staff Meeting on the new online math benchmark system.
- **Website update:** The new template is done and up. We are also getting feedback and the website is still being tweaked.

17. Information: Future Agenda Items

- FCS Bylaws (October—Peter)
- Education Protection Account (October—Debbie)
- Update Enrollment Policy (October—Peter)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- Energy Plan Update (as needed)
- One-Time Funds (Peter and Debbie)
- Classified Job Descriptions
- WASC Update (as needed)

18. Information: Reminder of Future Meetings

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

2017: 10/24, **11/7, 12/12

2018: 1/16, **2/6, 3/13, 4/17, **5/22, 6/5

***Special Meeting**

****Budget Meeting**

19. Action: Adjourn at 6:58 p.m.

Respectfully submitted:

Shawn Flynn, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Kaleen Ojeda-Chatigny, Vice Chair

Date