

# Forest Charter School

470 Searls Avenue  
Nevada City, CA 95959

## Monthly Charter Council Meeting Agenda

**January 16, 2018**

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

Dan Thiem, Chair
Kaleen Ojeda-Chatigny, Vice Chair
Julie Coffin, Parent Representative
Shelly Rose, Parent Representative
Erin McCarthy, Parent Representative
Alex Torres, ST Representative
Dave Stanger, ST Representative
Tita Fowler, Secretary

### **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 November 7, 2017, 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. Action: New Council Secretary/Retiring Secretary—Dan Thiem**

Shawn Flynn will be retiring as Council secretary.

- Should the Council appoint Tita Fowler as Council Secretary?

**7. Discussion: Performance Review for the Executive Director—Dan Thiem**

Dan will discuss with the Council the performance review of the Executive Director.

**8. Information: Charter Council Binders—Peter Sagebiel**

Peter will review the Charter Council Binders with the Council.

**9. Information: Form 700: Conflict of Interest—Debbie Carter**

Debbie will review Form 700 procedure with the Council.

**10. Information/Action: Revisions Board of Director's Job Description - Peter Sagebiel**

(E-Attachment C)

- Review and approval of revised Board of Director Job Description.

**11. Information/Action: Revised Salary Schedules—Debbie Carter**

(E-Attachment D, E, F, G, H)

- Should the Council approve the revisions to the listed Salary Schedules?
  - o Admin Salary Schedule
  - o Classified
  - o Classified Block Class
  - o Credentialed Block Class
  - o Supervising Teacher (ST)

**12. Information: Student Achievement—BJ Hatcher**

BJ will update the Council on First Semester Benchmark assessments.

**13. Information/Action: School Accountability Report Card (SARC)—BJ Hatcher**

(E-Attachment I)

- Review and update of School Accountability Report Card (SARC).

**14. Information: WASC Update—Paul Simoes**

Paul will update the Council on the results of the WASC Team visit in November.

**15. Information/Action: Expansion of Special Ed —Peter Sagebiel**

- Discuss and approve budget to improve and expand Special Ed portable not to exceed 50K.

**16. Discussion: 2017/2018 2nd Interim HSA Contribution—Debbie Carter**

Debbie will discuss with the Council a possible HSA contribution for 2018.

**17. Information: LCAP Update—Peter Sagebiel**

Peter will update the Council on the LCAP.

**18. Information: 2017–2018 Cash Flow—Debbie Carter**

(E-Attachment J, K)

Debbie will present the Cash Flow to the Council for their review and discuss the new Escape accounting program adopted by the County.

**19. Information/Action: School Wide Action Plan—Peter Sagebiel**

(E-Attachment L)

- Should the Council approve the School Wide Action Plan?

**20. Information/Action: Suicide Prevention Policy—Peter Sagebiel**

(E-Attachment M)

- Should the Council approve the proposed Suicide Prevention Policy?

**21. Information/Action: Updated Fiscal Control Policy—Debbie Carter**

(E-Attachment N)

- Should the Council approve the proposed updated Fiscal Control Policy?

**22. Information/Action: Review and Approval of Other Policies—Peter Sagebiel**

(E-Attachment O, P, Q)

- Should the Council approve the following proposed updates and/or new policies?
  - Dis-Enrollment Policy
  - Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy
  - Uniform Complaint Policy and Procedures

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

(E-Attachment R)

- Should the Council approve the proposed changes to the FCS Bylaws?

**24. Information: Director's Update—Peter Sagebiel**

- Enrollment
- Online Portfolios
- County Oversight Visit
- Staff Appreciation Luncheon
- FCS Giving Event
- K–8 Winter Celebration
- Other

## **25. 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)
- Classified Job Descriptions
- LCAP Update

## **26. Information: Reminder of Future Meetings**

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

**\*Special Meeting**

**\*\*Budget Meeting**

## **27. Action: Adjourn**

**Contracts to be approved:**      **(January 2018)**

**Hourly:**

Azorin, Josefa	\$50.00	Tutor
Best, Lorie	\$7371.00	Supervised Activities/Aide
Campbell, Amanda	\$3786.24	At-Will Employment Agreement
Clark, Sue	\$240.00	Tutor
Collings, Camille	\$210.00	Tutor
Dixon, Erin	\$5742.00	Office Support
Fowler, Tita	\$600.00	Charter Council Secretary
Gallagher, Danielle	\$45.00	Tutor
Goldbeck, Emma	\$360.00	Tutor
Hurley, Dan	\$100.000	Enrichment Instruction
Miller, Sherry	\$400.00	Tutor
Namanny, Scott	\$480.00	Enrichment Instruction
Namanny, Scott	\$240.00	Enrichment Instruction
Naszady, Joan	\$656.25	Block Class Instructor
Pugel, Amy	\$315.00	Tutor
Robinette, Cassandra	\$5,512.58	At-Will Agreement for Enrichment Classes/Tree Top
Robinette, Cassandra	\$120.00	Tutor
Robinette, Cassandra	\$180.00	Tutor
Simmons, Meshawn	\$11,092.50	Admin Business Assistant