

# *Forest Charter School*

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## **Monthly Charter Council Meeting Minutes – November 7, 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:** Kaleen Ojeda-Chatigny, Julie Coffin, Shelly Rose, Dave Stanger, Alex Torres, Peter Sagebiel, Debbie Carter, Paul Simoes, BJ Hatcher, and Shawn Flynn

**Absent:** Dan Thiem

- 1. Call to Order: 5:32 pm**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of October 24, 2017**

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

**Ayes:** Kaleen Ojeda-Chatigny, Shelly Rose, Erin McCarthy, Alex Torres  
**Nays:** None  
**Abstain:** None

- 4. Action: Adoption of the Agenda**

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

**Ayes:** Kaleen Ojeda-Chatigny, Julie Coffin, Erin McCarthy, Alex Torres  
**Nays:** None  
**Abstain:** None

## **5. Discussion: Other**

Peter announced that Shawn Flynn is resigning as Secretary, effective January 1, 2018.

*\*\*\* Alex Torres arrived at the meeting.*

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

Peter reviewed the proposed changes to the FCS Bylaws. The proposed composition of the Board was changed by the removal of the teachers, student, and community member positions, and the number of directors changed from nine to “five to nine.”

Also proposed were the following stipulations:

- All directors must have a currently enrolled student at FCS
- “Interested persons” (anyone compensated by FCS in the past 12 months) may not serve as Board members
- Directors’ terms are for two years and until a successor has been appointed
- Any director may be removed by FCS’s parent population
- Board vacancies will be filled by a majority vote of remaining Council members.

No action taken. Item tabled until January meeting.

## **7. Information/Action: Update of Enrollment Policy and Co-op Participation, Procedures, and Expectations Policy—Peter Sagebiel**

Peter informed the Council that in updating these policies, he had spoken with the staff members who are involved with enrollment.

He reviewed the main revisions to the policies: regarding the preference in lottery drawing, the length of time for siblings currently enrolled was changed to two learning periods; the end of the enrollment period was changed to last school day of the month; when the lottery is pulled was changed to “next school day after” the enrollment period closes.

Alex Torres made the motion to approve the updated policies. Julie Coffin seconded.

**Ayes:** Kaleen Ojeda-Chatigny, Shelly Rose, Erin McCarthy, Dave Stanger

**Nays:** None

**Abstain:** None

## **8. Information: Local Indicators for State Dashboard—BJ Hatcher**

BJ explained to the Council that the California School Dashboard is a website where parents and the public can view how schools are performing on test scores, graduation rates, absenteeism, and other indicators. He also mentioned that FCS’s results from the CA Healthy Kids Survey were very positive, and they will be posted on our website soon.

Shelly mentioned that she had done an informal poll among parents she knows to get feedback on their concerns regarding state testing. She will share with the Council.

## **9. Information: WASC Update—Paul Simoes**

Paul reminded the Council that the WASC team will be arriving Sunday, November 12, and that all members are invited to the informal meeting at 4:00 pm.

#### **10. Information/Action: Single Plan for Student Achievement—BJ Hatcher**

BJ explained to the Council that the Single Plan for Student Achievement (SPSA) is a federal requirement for all schools that receive federal funding. It consolidates and summarizes much information from other school reports, including our vision and mission statement, academic performance and plans for improvement, funding and expenditures, etc. to provide a “snapshot” of the school.

Julie Coffin made the motion to approve the Single Plan for Student Achievement. Alex Torres seconded.

**Ayes:** Kaleen Ojeda-Chatigny, Shelly Rose, Erin McCarthy, Dave Stanger

**Nays:** None

**Abstain:** None

#### **11. Information: 2017–2018 Cash Flow and 1st Interim Budget —Debbie Carter**

Debbie reviewed the Budget Narrative with the Council, mentioning that Fiscal Services is anticipating that Governor Brown may authorize full funding for the Local Control Funding Formula in his January budget, and PERS/STRS contributions will continue to increase for the next two years and then level off. She also reviewed the reasons for the deficit: expenditures of revenue received in prior years, approved one-time spending items, and some expenses that are new to the budget, such as our new benchmark program. Debbie pointed out that she prepared a five-year Multi-Year Projection (instead of the required three years), which indicated that FCS will not be deficit spending in years four and five.

Shelly Rose made the motion to approve the 2017–2018 Cash Flow, 1st Interim Budget, and Multi-Year Projections. Julie Coffin seconded.

**Ayes:** Kaleen Ojeda-Chatigny, Erin McCarthy, Dave Stanger, Alex Torres

**Nays:** None

**Abstain:** None

#### **12. Information: LCAP Update—Peter Sagebiel**

Peter stated that we continue to working toward our LCAP goals and asked if Council members had any questions or comments. There were none.

#### **13. Discussion: Suicide Prevention Policy—Peter Sagebiel**

Peter asked the Council for feedback regarding two versions of the Suicide Prevention Policy that he handed out at the last meeting. California Education Code mandates that school boards adopt a policy on student suicide prevention/intervention strategies.

Members agreed that the longer version was better in that it was more comprehensive and gave more detailed information. Kaleen also suggested that we create a small poster version listing key points, specific actions, and contacts.

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

Debbie asked the Council for approval of the new contracts and warrants.

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

**Ayes:** Erin McCarthy, Dave Stanger

**Nays:** None

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

#### **15. Information: Director's Update—Peter Sagebiel**

- **Enrollment:** Enrollment is currently at 748 students and is still climbing, as is interest in the next semester. Susan Binon is currently promoting FCS in the Auburn area.
- **Charter Council April meeting date:** The April Charter Council meeting will be changed from the 17th to the 24th in order to allow time to develop the LCAP for the public hearing.
- **ALUS+ Conference:** Debbie and Peter attended this conference and made some good contacts, learned about changing laws that may affect us, budget information, and more.
- **November 6th NCSOS Board Training:** Debbie, Peter, and Erin attended the training, which reviewed the Brown Act. They received some helpful handouts and good ideas.
- **FCS Giving Event:** The Foundation's mass email went out about two weeks ago, and we have received nearly \$2500. There will also be several mailings soon to selected groups, including previous donors.
- **Harvest Celebration:** Thanks to all who helped—the students had a lot of fun!
- **Halloween Dance:** The dance was a real success. We had a great turnout, about 70 kids.

#### **16. Information: Future Agenda Items**

- FCS Bylaws (January—Peter)
- Suicide Prevention Policy (November—Peter)
- 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 (as needed)
- WASC Update (as needed)

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

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

**2017:** 12/12

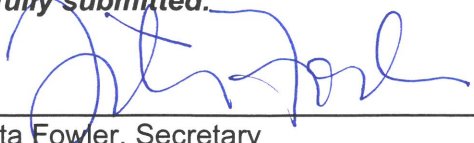
**2018:** 1/16, \*\*2/6, 3/13, 4/24, \*\*5/22, 6/5

**\*Special Meeting**

**\*\*Budget Meeting**

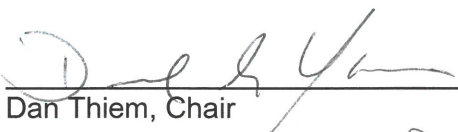
#### **18. Action: Adjourn at 6:35 p.m.**

**Respectfully submitted:**

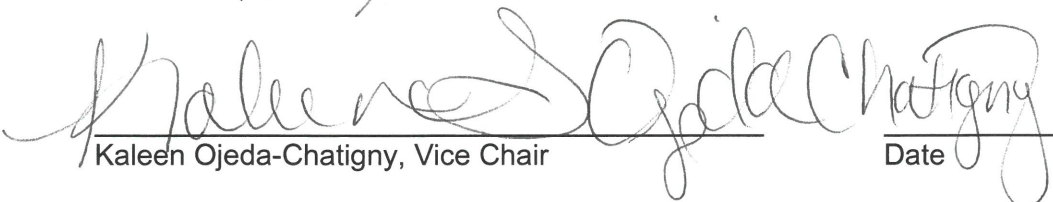
  
\_\_\_\_\_  
Tita Fowler, Secretary

1/16/18  
Date

**Charter Council Approved:**

  
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Dan Thiem, Chair

1/16/18  
Date

  
\_\_\_\_\_  
Kaleen Ojeda-Chatigny, Vice Chair

1/16/18  
Date

