

Forest Charter School

Monthly Charter Council Meeting Minutes – September 18, 2018

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

Council Members:

Dan Thiem, Chair
Erin McCarthy, Parent Representative
Shelly Rose, Parent Representative
Jennifer Sheffo, Parent Representative
Jean Watson, Parent Representative
Tita Fowler, Secretary

Minutes

Present: Dan Thiem, Peter Sagebiel, Debbie Carter, Tita Fowler, BJ Hatcher, Shelly Rose, Jennifer Sheffo, Paul Simoes, Dave Stanger, Alex Torres, Jean Watson

Absent: Janice Eggers, Erin McCarthy

- 1. Call to Order: 5:30 pm**
- 2. Pledge of Allegiance**
- 3. Action: Approval of Minutes of August 28, 2018**

Jennifer Sheffo made the motion to approve the Minutes. Shelly Rose seconded.

Ayes: Shelly Rose, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

- 4. Action: Adoption of the Agenda**

Jennifer Sheffo made the motion to approve the Agenda. Jean Watson seconded.

Ayes: Shelly Rose, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

5. Discussion: Other

Follow-up discussion on Constitution Day was initiated by Shelly Rose. Peter Sagebiel and Paul Simoes informed the Council about what information was provided to teachers and students.

6. Information: Forest Charter School 2018 LCAP—Peter Sagebiel

Peter updated the Council on LCAP attention which is currently centered on goals with a focus on student mental health. Mental health counselors have been hired on a part-time basis at both the Nevada City and Truckee Learning Centers.

7. Information: Student Achievement—BJ Hatcher

BJ informed the Council that CAA (California Alternative Assessment) results had been received. BJ is working with Multiple Measures (our data analysis firm) to analyze retained students (3 or more years) vs. newer students. They are hoping to have this data available by second semester.

8. Information: Energy Plan Update—Debbie Carter

Debbie informed the Council 188k had been received in Prop 39 funds and of that 54k was provided for planning with 134k for project budget. The project cost came in just over 147k and replaced all dated HVAC units on campus. Final two units will be replaced on portables over fall break. Overall a great outcome.

9. Information/Action: FCS 2018-19 Supplemental Salary Schedule—Debbie Carter

Debbie presented revisions to the FCS 2018-19 Supplemental Salary Schedule to the Council. The update was limited to increasing the hourly rate range for maintenance staff from between \$15-\$40 to between \$15-\$45 to remain consistent with area rates.

Shelly Rose made a motion to approve the FCS 2018-19 Supplemental Salary Schedule. Jennifer Sheffo seconded.

Ayes: Shelly Rose, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

10. Information/Action: 2018-19 FCS Employee Handbook—Debbie Carter

Debbie provided the Council with a summary of revisions and updates made to the 2018-19 FCS Employee Handbook.

Jean Watson made the motion to approve the 2018-19 FCS Employee Handbook. Jennifer Sheffo seconded.

Ayes: Shelly Rose, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

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

Debbie presented September New Contracts and Warrants for approval.

Shelly Rose made a motion to approve the Consent Agenda. Jennifer Sheffo seconded.

Ayes: Shelly Rose, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

12. Information: Director's Update—Peter Sagebiel

- **Enrollment:** Down some from projections but hovering around 700. Looking at adjusting the budget to account for the difference. The gaps are spread out schoolwide. Currently working on a creative analysis.
- **Professional Development:** Google training is coming up at the end of September for staff and teachers (This training will support one of our WASC Action Plan Goals).
- **Governance Training:** Attended by one Council member and two staff members. It was a good training with useful information.
- **Mental Health Screening:** Screening being offered to 9th grade students. Parents and students need to opt in. Trying to normalize mental health communication (centering around anxiety, depression and suicide). Free service provided to 9th graders across the County. Students in other grades will also be screened if teachers and staff feel there is a need.
- **Student Help with Anxiety/Intervention Training:** Emily Gallup, NC Learning Center Mental Health Counselor, provided staff with tools on how to talk to students with anxiety and/or depression.
- **Mindfulness:** Mark Keim made a presentation to staff on the Mindfulness Committees progress/pilot of a six-week program focused on Mindfulness. Nice to have a committee that focused on preventative/proactive programs for students.
- **Truckee ST New Hire:** New teacher hired in the Truckee Treetop 3-4 position and will start later this week.
- **Governance Workshop:** <duplicate>
- **Other:** None.

13. Information: Future Agenda Items

- One-Time Spending Funds (Peter and Debbie) NEXT MEETING
- Student Achievement (as needed)
- Foundation Report (as needed)
- Action Plan Update (as needed) NEXT MEETING
- Update Instructional Budget Policy
- State Audit
- LCAP

14. Information: Reminder of Future Meetings

Dates for the 2018/2019 Charter Council meetings were set as follows:

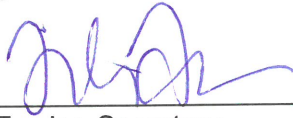
2018/2019: 10/16, 11/6**, 12/11, 1/15, 2/5**, 3/12, 4/23, 5/20*, 5/21**, 6/4

***Special Meeting**

****Budget Meeting**

15. Action: Adjourn at 6:04 p.m.

Respectfully submitted:



Tita Fowler, Secretary

10-16-18

Date

Charter Council Approved:



Dan Thiem, Chair

10/16/2018

Date