

**Forest Charter School
Charter Council Meeting Minutes
November 11, 2005**

Tuesday, November 11, 2005
Forest Charter School Director's Office

1. Meeting was **Called to Order** at 5:36 p.m.
2. **Roll Call/Present:** John Ferguson, Jane McCardle, BJ Hatcher, Nancy Markson, Gail Dilka, Susan Morris, Ruthanne Buckley, Sandy McDivitt, Peter Sagebiel, Vienna Saccomanno, Camille Taylor, Larry Homan and Debbie Ayala
3. **Flag Salute**
4. **Welcome, Introductions and vote in new community member:** John welcomed everyone to the meeting and introduced Larry Homan as our new community member appointed by the council. Larry has 30 years of teaching experience in English and Social Studies. He has served 4 years on the Nevada Joint Union High School Board. While at NU, Larry was one of the founders of their Humanities program and a supporter of alternative education. Susan made the motion to appoint Larry Homan as our new community member. Gail Seconded. AYES: All NOES: None

In addition, the following members were introduced as new council members:

- Camille Taylor: Parent Representative
- Vienna Saccomanno: Student Representative
- Nancy Markson: ES Representative

5. **Other:** John handed out copies of our current Charter and By-laws.
6. **Approval of Minutes:** September 20th Minutes were amended to reflect the following:
 - Item 5: Other: policy states that 50% of the instructional budgets may be spent on electives and 50% spent on core academics.
 - Ed Performance is a criterion reference assessment tool.Susan made the motion to approve the September 20th Minutes as amended and the October 5th Minutes as written. Nancy Seconded. AYES: All NOES: None

7. **Review of Charter Council Structure:** John provided a brief history of the school for the benefit of our new members, stating that our charter was written 3.5 years ago. We originally began as a 'foster child' of Bitney Spring High School; however with Dave Taylor's encouragement we became our own charter in 2003 using an existing charter named "Forest Charter". Dave Taylor invited Sandy McDivitt to come and run the program. We began with over 200 students and the support of TRESD and have grown to over 500 students. Based on our Charter, we have an enrollment cap of 700 students.

The responsibility of the Charter Council is to ensure that the school is functioning within the guidelines of our Mission and Vision statement. During our December meeting we will be electing a new charter council chair. The Chair reviews the agenda and facilitates all meetings, making sure we stay on task and within the guidelines of the Brown Act.

8. **Brown Act Overview:** Carrie Roemer was unable to attend so Jane provided a brief overview of the Brown Act. Larry gave the council a summary and a handout of the Brown Act to all members.

9. **Director's Evaluation Process:** Due to challenges with the form utilized for the director's evaluation, John recommended we form a committee to create a more appropriate form which will work better for our program. Gail agreed to head the committee. Nancy, Larry, Debbie, Steve Canavero, BJ and Vienna all volunteered to be a part of the committee. They will report back to the council in January.

10. **Charter Council Retreat:** January 28th was suggested as a possible retreat date for our Strategic planning session. Susan needed to confirm. Jane agreed to make reservations at Ananda after a date was confirmed.

11. **Enrollment:** BJ informed the council that we are currently at 531 with several interviews scheduled. Our numbers are remaining consistent due to the number of student drops. Many students leave because the students need more structure which they can find at a site based school and some parents find our program to be more work than they anticipated. 10 - 15 interviews are scheduled for the following week. Enrollment is being closed November 18th for high school until second semester. Larry raised the questions as to how much enrollment is being affected due to affordable housing.

12: **Director's Update:**

- BJ gave an overview of the Aplus Conference, noting that Aplus is an organization that represents Personalized Learning. The conference holds break out sessions which speak directly to our type of program and have vendors available for product review. There are currently 40 personalized learning programs as members of Aplus, including FCS.
- Pioneer Site: Our new Truckee site has 3 classrooms, an administration office, special education office and resource room. We are sharing the facility with TRHS. The move was an amazing success due to Janice Eggers and parent involvement. We are still in negotiations with our previous landlord.
- Oversight Report: (Handout) Stan Miller and Carrie Roemer worked with Sandy and Debbie on the schools Oversight Report last June. Overall, our report was very positive.
- Block Class Observations: Peter and Sandy are conducting the observations of all of our block class instructors. We have great instructors!

CLOSED SESSION 6:55PM

13. Personnel Issue

OPEN SESSION 7:01PM

14. Consent Agenda

- Muriel Kerr Resignation
- School Calendar

AYES: All NOES: None

Adjourned 7:12PM

Our next meeting is scheduled for December 13, 2005 at 5:30pm

Respectfully Submitted,

Debbie Ayala, Charter Council Secretary

Charter Council Approved:

John Ferguson, Chair

Date