

**FOREST CHARTER SCHOOL
MONTHLY CHARTER COUNCIL MEETING**

Date: Tuesday, June 17 , 2008
Time: 5:30 pm
Location: 224 Church St., Nevada City, CA

<p>COUNCIL MEMBERS: Larry Homan, Chair-Community Member Susan Morris, Vice-Chair, Parent Rep. Camille Taylor, Parent Rep. Nancy Markson, ES Rep. Linda Hill, ES Rep. Sandy Saccomanno, Parent Rep. Janice Comstock, Parent Rep. Sue Barnickol, Parent Rep. Annabelle Ziegenhagen, Student Rep. Theresa Smittle, Secretary</p>
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Attachment "A"

MINUTES

Present: Larry Homan, Sandy McDivitt, Debbie Carter, Sandy Saccomanno, Sue Barnickol, BJ Hatcher, Nancy Markson, Peter Sagebiel, Linda Hill, Camille Taylor, Susie Morris

Absent: Annabelle Ziegenhagen

1. Call to Order 5:33 p.m.
2. Pledge of Allegiance
3. Closed Session

5:46 pm - 6:00 pm break

4. Open Session 5:54 pm
5. Closed Session Report: Susie Morris makes a motion to approve Executive Director evaluation/ 2ND by Sandy Saccamanno

Ayes: All Noes: None Abstain: None

6. **ACTION:** Approval of Minutes

With changes: Item 17 \$88.217 should be \$88,217 and Janice Eggers should be Janice Comstock

Motion to approve Sandy Saccamanno/ 2nd Camille Taylor

Ayes: All Noes: None Abstain: None

7. **OTHER:** Opportunity for members of the audience and Charter Council 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 (5) minutes.

8. **INFORMATION:** Tribute to Susie Morris – Executive Director, Sandy McDivitt, on behalf of the Charter Council, presents a plaque and picture to outgoing Charter Council member Susie Morris in appreciation for her contribution to Forest Charter School.

9. **ACTION:** Adoption of Agenda Linda Hill makes a motion to approve/Susie Morris 2nds.

Ayes: All Nays: None Abstain: None

DISCUSSION/ ACTION Approval of Requested Leave Policy (Peter Sagebiel)

The idea behind the policy is to support teachers who need time off for emergency reasons.

- For each school year all credentialed full time personnel will receive 5 sick days and 5 leave days for which he or she can apply. Part time credentialed employees will have this pro-rated.
- Any leave days not used are converted into sick days at end of school year.
- Requests for leave must be submitted for approval to the Executive Director using the Application for Leave Form. Requests for leave should be submitted as early as possible but preferably at least fifteen days prior to the first requested leave day.

Comments: Policy is clear and concise. Policy says what to do rather than what not to do.

Motion to Approve: Susie Morris/2nd Sue Barnickol

Ayes: All Noes: None Abstain: None

10. DISCUSSION/ACTION: Dropped Class Policy

This policy was actually requested by Education Specialists. They wanted to prevent students from dropping late in semester – the rationale is that Forest Charter School believes that students should honor a commitment to finishing a class for which they signed up. FCS does not wish to encourage students to drop a class simply because it is difficult.

- The last day that a student in grades 9-12 may drop a class and not have it appear on a transcript is at the meeting with his or her ES at the end of the second learning period (approximately 8 weeks into a semester).
- If a student wishes to drop a class after the deadline and have the class removed from the transcript, he or she must appeal to the High School Review Board. - The last date they can drop is eight weeks into semester.

Comments: It will really help especially if they are told up front so communication is clear.

Motion to Approve: Camille Taylor/ 2nd Sandy Saccomanno

Ayes: All Noes: None Abstain: None

11. ACTION: Approval of School Accountability Report Card (SARC) Tabled from 4-22-08 meeting - Intended to provide parents and community members with a quick snapshot of school accountability. The data presented in this report are reported for 2006-07 school year, except the School Finances and School Completion data that are reported for the 2005-06 school year. Where does this go? It does go to County – auditor would ask for this and Single Plan - Sandy would like to put it on website ASAP.

Motion to Approve: Camille Taylor /2nd by Linda Hill

Ayes: All

Noes: None

Abstain: None

11. INFORMATION: Stipends – (Debbie Ayala)

This information is in response to a question/comment raised regarding acknowledgement of staff members who contribute positively outside the scope of their jobs. While it's great to get that kind of feedback – we do not give individual stipends in that situation. For example: if extra help is given in a classroom or co-op situation – appropriate acknowledgement would be the class contributing toward a gift.

12. DISCUSSION: End of Year Stipends (Debbie Ayala)

We expected to have higher revenues at the end of 2007/2008 based on: carryover adjustments from TRESA, one-time funding such as Art, Music and PE Grant. FCS consciously and appropriately spent these funding levels to reflect the Single Plan objectives and the vision of the school. Input was received from Department Heads, Education Specialists, Faculty Council, administration and parents. The current budget reflects our SB740 percentages as: 52.09% credentialed salaries and 79.03% Instructional.

Proposal: Offer year end stipends as follows:

- Credentialed End of Month Teachers: \$1200.00
- Administration: \$1200.00
- 10th of Month Block Class Instructors: \$500
- Support Staff: \$500.00
- Stipends would be pro-rated for part-time employees.
- Revised SB740 percentages would be: 53.07% credentialed and 80.29% Instructional.

Recommendation:

- Budget is still very fluid.
- Request that the charter council approve end of year stipends, however, delegate to Sandy the final amounts – based on budget.

Comments: Sandy comments that directors made decision today RE: State Disability – this would give them boost for teachers to pay for State Disability. As it stands now, when sick leave runs out there is no coverage. Would like to see State Disability be part of payroll deductions in future.

Motion to approve with flexibility to best manage budget. Final determination RE: amounts to

be made by Sandy McDivitt.

Motion to approve: Susie Morris/ 2nd Janice Comstock

Ayes: 6

Nays: None

Abstain: 3

12. DISCUSSION/ACTION: Salary Schedule added for High School Co-Op

Made revision to add high school co-op instructor to regular salary schedule. One reason is that the high school co-op job as compared to the K8 co-op are very different. K-8 can meet everyone at the same time – they're all doing the same thing for the most part. High school co-op have to meet individually. More time consuming. The other change: on the stipend sheet – added the Technology Stipend.

Motion to Approve Susie Morris/ 2nd Sandy Saccomanno

Ayes: All

Nays: None

Abstain: None

Budget projection table Camille/Suzie

13. DISCUSSION: Creekside Update (Sandy McDivitt)

We are getting somewhere since last week and therefore I have more to share. I would like to acknowledge Holly Hermansen, Sup't of NCSOS, Terena Mendonca, Associate Sup't of Business Services (NCSOS) and Vicki Barber, Sup't of El Dorado County who have been working diligently in finding a solution for Creekside Co-operative.

Our mission is to keep Creekside whole. We are looking for a charter district to support and sponsor Creekside. One possibility is Ackerman Charter District which is one of nine Charter Districts in California serving one school (Bowman School).

Holly Hermansen communicated to Gail Garbolino That it was our mission to keep Creekside whole and that we were looking for a charter district to support and sponsor Creekside. Vicki Barber knows Marilyn Gilbert, (Sup't of Ackerman Charter District). Marilyn is considering the proposal but made it clear she wants 100% support from all Superintendents involved. Steve Jennings, Sup't of TTUSD is leaning toward not being in favor of it.

On June 16, I took Marilyn Gilbert to see Creekside. It was apparent she had done her homework beforehand and indicated that she had actually checked with the Dept of Education to be sure it could work. It is clear educationally. While riding up to Creekside in the car with Marilyn I found her to be a fascinating educator. She has worked with poor kids in Appalachia and was talking to me regarding her experience teaching in a one room schoolhouse as we arrived at Creekside. I told her I could see her bringing Bowman kids up to ski and she indicated she has an extensive technology department at Bowman.

In the meantime, Steve Jennings talked to lawyers and says this arrangement may be helpful. I, along with Terena Mendonca, will be taking the Memo of Understanding to the Ackerman Board Meeting next week. Also attending the Board Meeting will be Steve Jennings, Vicki Barber, Gail Garbolino, and Holly Hermansen. Ackerman Charter School District would receive the ADA and would want Forest to manage the school. They would hire the teachers but we would manage the program. Forest would be giving a lot educationally. This arrangement with Ackerman would be great and also work out well for TTUSD. This is the most hopeful I've been.

14. **DISCUSSION/ACTION:** field trip to Yosemite - Taken off agenda
Ayes: All Nays: None Abstain: None

15. **DISCUSSION/ACTION:** Consent Agenda
A. New Contracts
B. Warrants
C: Resignation of Tamara Chisolm and Michael LeMarca

Motion to Approve: Linda Hill/Sandy Saccamanno 2nds

Directors Update:

Graduation – Largest class yet. Susie Morris and the vocal ensemble sang and it was amazing. Kim Sagebiel did an inspirational speech. We may need to limit the number of guests next year. There was a little more noise, however, the feedback was positive. Our teachers know the kids so well. The teachers are so proud of their kids. Relationships are deep. Kudos to BJ who organizes the whole event. For next year we will send letters out with dress code - no flip flops, and notification of limiting the number of tickets.

Open Houses: **High school Block Classes (G.V.)** open house went beautifully there was singing/dancing performed by children, the instructors were honored. **St. Canice** – Heather Buck did a wonderful job with our K-8 open house. The facility was wonderful. Kudos to Becca Armstrong as she set it up. Becca is very talented in that area. **Truckee** – 8th grade graduation at Hampton Inn – evening lovely – E.S.'s spoke about everyone – drama classes performed - students came alive – nice to give them opportunity to shine – Dan Hurley's classes performed. So enjoyable. Special guest speaker was Daren Rahlves an Olympic skier. The kids were starstruck. **Creekside** open house was sweet. Gives kids a chance to show off. There were a lot of dioramas, missions and Native American projects. Gives community members the opportunity to come in and see what Creekside is about. The last day of school we have an annual event – Kindergartners graduate to 1st grade and two fifth graders are moving on to middle school. We had an Olympics event –with jumpropping, hula hooping, racing water balloon shot put. The winners were acknowledged and the we had a barbecue. It was a nice ending event. Challenge because we're not sure how we are going to exist next year. We are hopeful but tenuous about next year. Counseled parents and students who are transitioning to 6th grade at another school. Next year we'll have a 6th grade class at Creekside.

Third Learning Collaboration started in New York by Don Jacob who was a CEO and also an extraordinary educator and as a matter of fact, he is a friend of Jane Goodal. He is building a school in Panama and Costa Rica. His product is called New York Learns. It is a program that takes NY state standards and aligns them with curriculum. Performance learning systems is interested in working to identify curriculum with learning styles. This could be an exciting new opportunity. California looking at State Standards/Curriculum. We invited Don Jacob out here and it is possible that he'll be doing California learning. Don was mentioning to Bruce Malnor that he was looking for a pilot school. Bruce and Don made a visit to Forest Charter School. When he came here they talked about collaboration which could take us to a whole other level – New York Learns. So exciting New York Learns could refine our curriculum through collaboration and they need us.

Mother Miracle School We made a heartfelt connection. Two girls visited Forest Charter School. These are poor girls who never left their village. They went to Delhi then on to New York and after leaving Forest went to Disneyland. They were most excited about coming to Forest. The River Co-Op's Midsummer Night's Dream performance was a fundraiser that earned \$400. Students from River Co-Op presented the check to Mother Miracle directors – It was a beautiful connection. They came to graduation. These two girls are only 14 years old speaking English very well. They were so poised. They miss their animals the most and were most shocked by seeing dogs riding in cars.

2008/2009 School Startup – Aug 14 – will be the new teacher initiation. New E.S.'s this year are Paul Silas, who will take over for Michael LeMarca and Alexandria Torres who will take on some E.S. duties. August 15, 18 and 22 are inservice days. This year we spread it out more. August 21 is the first day of school. The first day of block classes is August 26 down here at Center for the Arts. TBA: Pathways Training . This year Education Specialists will take care of class sign ups – new process.

Last Thursday we found out that we lost Sierra College building for Truckee – we are scrambling a little bit. Looking for other options. We have moved into two offices. We were surprised that this happened. Starting high school classes on Tuesday and then middle school team building – just need to find the space. Summer vacations are on the line -

16. **INFORMATIONAL:** Reminder of Future 2007-2008 Meetings

- August 19, 2008 5:30

17. Adjourn 7 :04 p.m.

Motion to Adjourn: Linda Hill/ 2nd Sandy Saccomanno -