

Forest Charter School

Monthly Charter Council Meeting Minutes – June 23, 2020

5:00 p.m. Regular Session
****Virtual Meeting****

Council Members:

Dan Thiem, Chair
Karen Fruchtenicht, Vice Chair
Amea Medeiros, Parent Representative
Jennifer Sheffo, Parent Representative
Jean Watson, Parent Representative
Tita Fowler, Secretary

Minutes

Virtually Present: Dan Thiem, Peter Sagebiel, Katy Baggett, Janice Eggers, Tita Fowler, Karen Fruchtenicht, B.J. Hatcher, Amea Medeiros, Jennifer Sheffo, Meshawn Simmons, Paul Simoes, Jean Watson

Virtually Absent: Dave Stanger

1. **Call to Order: 5:03 pm**
2. **Roll Call: All Present (Dan Thiem, Karen Fruchtenicht, Amea Medeiros, Jennifer Sheffo, Jean Watson)**
3. **Pledge of Allegiance**
4. **Information/Action: A, B, C, and D may be considered for Consent Agenda—Meshawn Simmons**

The June 23, 2020 Charter Council Agenda and May 19, 2020 Meeting Minutes and Warrants were presented for approval.

Karen Fruchtenicht made a motion to approve the Consent Agenda. Jennifer Sheffo seconded.

Ayes: Karen Fruchtenicht, Amea Medeiros, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

5. **Discussion: Other**

None.

Discussion/Information Items:

6. Information: Forest Charter's Response to COVID-19—Peter Sagebiel

Peter updated the Council on the progress of the Fall Implementation Committee which is mostly in the prepping and planning stages. He emphasized the amount of detail that needs to be worked out, but is encouraged by the amount of good ideas, open-mindedness and flexibility this collaboration is generating. Some details may get worked out based on the learning center's needs, but this group is generating a general framework that can toggle back and forth from hybrid to distance learning. Peter also discussed the June parent forum participation and the possible inclusion of an additional parent forum closer to the start of school in August.

7. Information: Board Composition—Peter Sagebiel, Dan Thiem

Peter and Dan discussed Board composition with the Council including the ability to increase Board members to as many as seven members. This topic will be revisited in the August board meeting.

8. Information: Forest Charter 2019 LCAP Update—Peter Sagebiel

No update.

9. Information: Student Achievement—B.J. Hatcher, Peter Sagebiel

BJ provided the Council with an update on student achievement. Again, the focus this Fall will be on providing families with the ability to take benchmark tests remotely as well as providing the opportunity for more adequate socially distanced options for students with home technology issues. B.J. also informed the Council there is a conference on 2021 testing (CAASPP) planned in October.

10. Information: 2019/20 Budget and Cash Flow—Meshawn Simmons

Meshawn updated the Council on budget progress and cash flow which are right on track with the exception of the June apportionment that will be coming in July. Spending was up in May and June due to COVID-19 and more distanced learning but still ended on target.

Action Items:

11. Action:2020/21 FCS Salary Schedules—Meshawn Simmons

Meshawn reviewed changes to the following FCS salary schedules with the Council:

- Stipend
- Certificated
- Classified Hourly
- Credentialed Block Class Instructor
- Classified Block Class Instructor

Jean Watson made a motion to approve revisions to listed FCS salary schedules. Karen Fruchtenicht seconded.

Ayes: Karen Fruchtenicht, Ameer Medeiros, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

12. Action: Surplus Items—Meshawn Simmons

Meshawn reviewed the surplus items with the Council.

Ameer Medeiros made a motion to approve to surplus the listed items. Jennifer Sheffo seconded.

Ayes: Karen Fruchtenicht, Ameer Medeiros, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

13. Action: LCAP Operations Report—Peter Sagebiel

Peter reviewed the LCAP Operations Report that will be submitted in place of the full 2020 LCAP and consists of the school wide response to COVID-19.

Jean Watson made a motion to accept the LCAP Operations Report. Karen Fruchtenicht seconded.

Ayes: Karen Fruchtenicht, Ameer Medeiros, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

14. Action: FCS 2020/2021 Charter Council Meeting Calendar—Peter Sagebiel

Peter reviewed the FCS 2020/2021 Charter Council Meeting Calendar with the Board which included adding an LCAP public forum date on December 7, 2020 at 5:00 pm.

Jennifer Sheffo made a motion to approve the 2020/2021 Charter Council Meeting Calendar with the addition of the December 7, 2020 LCAP public forum. Karen Fruchtenicht seconded.

Ayes: Karen Fruchtenicht, Ameer Medeiros, Jennifer Sheffo, Dan Thiem, Jean Watson

Nays: None

15. Action: 2020/2021 Cash Flow and Adopted Budget—Meshawn Simmons

Meshawn reviewed the 2020/2021 Adopted Budget and Multi-Year Projections with the Council with the caveat that since the budget was finalized the state has made changes.

Jean Watson made a motion to approve the 2020/2021 Budget and Multi-Year projections as is with the understanding that it will need to be adjusted as the Governor advises. Jennifer Sheffo seconded.

Ayes: Karen Fruchtenicht, Ameer Medeiros, Jennifer Sheffo, Dan Thiem, Jean Watson
Nays: None

16. Action: Forest Charter School 2020/21 Education Protection Account (EPA)—Meshawn Simmons

Meshawn reviewed the 2020/21 Education Protection Account (EPA) Detail, Spending Plan and Resolution with the Council.

Karen Fruchtenicht made a motion to approve the 2020/21 EPA Detail, Spending Plan and Resolution. Ameer Medeiros seconded.

Ayes: Karen Fruchtenicht, Ameer Medeiros, Jennifer Sheffo, Dan Thiem, Jean Watson
Nays: None

17. Action: 2020/21 FCS Employee Handbook—Meshawn Simmons

Meshawn reviewed updates to the 2020/21 FCS Employee Handbook which includes new policies and revisions to laws and general updates.

Karen Fruchtenicht made a motion to approve the 2020/21 FCS Employee Handbook. Ameer Medeiros seconded.

Ayes: Karen Fruchtenicht, Ameer Medeiros, Jennifer Sheffo, Dan Thiem, Jean Watson
Nays: None

18. Director's Update—Peter Sagebiel

- Enrollment - Currently fall enrollment is 770 which includes a solid 730 and roughly 40 pending due to paperwork or other issues.
- ST Checkouts - Went well using an online form. Meetings focused on goals, as well as, how the year went and challenges faced.
- Graduation - Went very smoothly, lots of positive feedback, although it took a lot of hard work it was important that we honor the graduating class and the live presentation was a huge success. Kudos to Janice and B.J. in addition the office staff that contributed, mainly Rose, Meghan and Nick.
- Other - Thank you, Staff, Admin and Board Members!!

19. Information: Future Agenda Items

- One-Time Spending Funds (Peter and Meshawn)
- Student Achievement (monthly)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- SB740
- Vaccination Law Updates
- 403-B
- Data Institute

- Lease Renewal (NCLC-Fall)
- Enrollment Policy and Co-op Participation Policy Updates
- Board Composition
- Budget Review

20. Information: Reminder of Future Meetings

Dates for the 2019/20 Charter Council meetings were set as follows:

2020: 6/9/20 change to 6/23/20

***Special Meeting**

****Budget Meeting**

21. Action: Adjourn at 6:03 p.m.

Respectfully submitted:




 Tita Fowler, Secretary

08/07/20

 Date

Charter Council Approved:



 Dan Thiem, Chair

11/24/20

 Date