

Forest Charter School

Monthly Charter Council Meeting Minutes – April 18, 2017

5:30 p.m. Closed Session
6:40 p.m. Open Session
470 Searls Avenue
Nevada City, CA 95959

Council Members:

Dan Thiem, Chair
Julie Coffin, Parent Representative
Katia Hull, Parent Representative
Kaleen Ojeda-Chatigny, Parent Representative
Jean Watson, Parent Representative
Ruthanne Buckley, Community Rep., Vice Chair
Zoe Favour, Student Representative
Dave Stanger, ST Representative
Alex Torres, ST Representative
Shawn Flynn, Secretary

Minutes

Present: Dan Thiem, Ruthanne Buckley, Julie Coffin, Kaleen Ojeda-Chatigny, Jean Watson** (via conference call), Zoe Favour, Dave Stanger, Alex Torres, Peter Sagebiel, Debbie Carter, BJ Hatcher, and Shawn Flynn

Absent: Katia Hull

- 1. Call to Order: 5:30 pm**
- 2. Pledge of Allegiance**
- 3. Closed Session:**

The Council met in Closed Session in compliance with the Brown Act on the following items:

- Pending Litigation
- Director's Evaluation

Back in Session: 6:40 pm

Director's Evaluation: The Directors Evaluation was presented.

Pending Litigation: No action taken.

4. Action: Approval of Minutes of March 14, 2017

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

Ayes: Dan Thiem, Ruthanne Buckley, Kaleen Ojeda-Chatigny, Jean Watson, Zoe Favour, Alex Torres

Nays: None

Abstain: None

5. Action: Adoption of the Agenda

Kaleen Ojeda-Chatigny made the motion to approve the Minutes. Ruthanne Buckley seconded.

Ayes: Dan Thiem, Julie Coffin, Jean Watson, Zoe Favour, Alex Torres, Dave Stanger

Nays: None

Abstain: None

6. Discussion: Other

Nothing to report.

7. Information: Cash Flow—Debbie Carter

Debbie reviewed the 2016/2017 Cash Flow with the Council.

8. Information: Student Achievement—BJ Hatcher

BJ updated the Council on the CAASPP testing and Benchmark Assessments. He said we're doing very well, and all State testing is now on computers. Benchmark Assessments have been completed. CAASPP testing has begun in PACE, GSA, and at the Truckee Learning Center and will continue through the end of May.

9. Discussion/Action: Charter Renewal—Peter Sagebiel

Peter passed out to Council members two pages of the Charter Renewal containing the following proposed changes: adding the Auburn location to the list of facilities, and inserting Education Code Section 47605(a)(4). The two pages will be revised and replaced upon Council approval, and Peter will send the Charter Renewal to the County. The Charter was approved by the County Board at their March meeting pending these changes.

Dan Thiem made the motion to approve the changes to the Charter Renewal. Dave Stanger seconded.

Ayes: Ruthanne Buckley, Julie Coffin, Kaleen Ojeda-Chatigny, Jean Watson, Zoe Favour, Alex Torres

Nays: None

Abstain: None

10. Information: LCAP (Local Control Funding Formula)—Peter Sagebiel, Debbie Carter

Peter informed the Council that the LCAP process is going very well, and he has presented the first draft to the County. Our proposed LCAP goals continue to be academic achievement, as measured by the ELA/Math scores, and supporting the academic needs of

our students with disabilities, in addition to our unduplicated population. We are also adding a School Climate goal to address certain priorities and our survey responses identified a strong interest in supporting students' emotional needs. All goals must be measurable.

Peter will present the draft LCAP in a public hearing session on May 30 to give the public an opportunity to provide feedback. The Council will vote to approve the LCAP and budget at the regular May 31 meeting.

11. Discussion: 2017-2018 Charter Council Elections—Peter Sagebiel

Peter distributed copies of the Charter Council members' terms. The following members' terms expire June 2017: Jean Watson, Katia Hull, Zoe Favour, Ruthanne Buckley, and Alex Torres. Jean will not be renewing as she is moving out of the county, Katia is not renewing, and Ruthanne is also not returning as our Community Member. We have not received any letters of interest as of yet, and we will wait for that window to close.

Peter mentioned that the Student Rep will no longer be a voting position and we will need to update the Bylaws accordingly. He also commended Zoe for her participation and consistency.

12. Discussion/Action: 2017-2018 Administrative Salary Schedule—Debbie Carter

Debbie provided the Council with the proposed Salary Schedule for the Executive Director position, pointing out that it would bring the Executive Director's salary more in line with that of similarly structured schools.

Jean Watson made the motion to approve the Administrative Salary Schedule. Julie Coffin seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Kaleen Ojeda-Chatigny, Zoe Favour, Alex Torres, Dave Stanger

Nays: None

Abstain: None

13. Discussion/Action: 2017-2018 Teachers' Salary Schedule—Debbie Carter

Debbie provided the Council with the proposed Teachers' Salary Schedule. The current schedule tops out at 15 Steps; the new schedule has 20 Steps, with increases on Steps 18 and 20. The stipend for a Masters Degree will increase from \$500 to \$1000.

Jean Watson made the motion to approve the Teachers' Salary Schedule. Kaleen Ojeda-Chatigny seconded.

Ayes: Dan Thiem, Ruthanne Buckley, Julie Coffin, Zoe Favour, Alex Torres, Dave Stanger

Nays: None

Abstain: None

14. Information/Action: Revised Block Class Salary Schedule 2017-2018

Debbie explained that she doesn't have a proposed Block Class Salary Schedule as she is in discussion with the County on solutions for moving part-time/Block Class teachers from

stipends to hourly pay. She is also bringing it to Faculty Council on Friday. Julie suggested that Debbie compare with Adult Education and Northpoint Academy.

Item tabled until May meeting.

15. Information: CalSTRS Audits—Debbie Carter

Debbie announced that the CalSTRS audit went very well, with the auditor finding only one miscoded item over a five-year period.

16. Information: WASC Update—Paul Simoes

Paul updated the Council on the progress of the WASC Self-Study, which is near the end of the writing stage. The WASC Committee will visit on November 12–15, 2017. Paul showed the Council the proposed graphics for the new ESLRs and the Word Cloud of value words. Discussion ensued about the design and some suggestions were made. Paul will work with the graphic artist to make some changes and bring the revised graphics to the Council at the next meeting.

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

Debbie asked the Council for approval of the new contracts and warrants, mentioning that some of the College Readiness Grant funds were used for 50 high school students to visit UNR.

Dan Thiem made a motion to approve the new contracts and warrants. Ruthanne Buckley seconded.

Ayes: Julie Coffin, Katia Hull, Dave Stanger, Alex Torres, Zoe Favour

Nays: None

Abstain: None

18. Information: Director's Update—Peter Sagebiel

- **2016/17 Enrollment:** Enrollment for next year is going strong, with Truckee enrollment picking up.
- **Parent Information Nights:** There is one more Parent Information Night at the Nevada City Learning Center on April 25th.
- **APLUS+ Statewide Meeting:** Peter attended this meeting, which was a good opportunity for networking and getting the latest news.
- **STEAM Expo:** Several FCS students placed in the NCSoS-sponsored competition, which Nancy Markson helped to coordinate.
- **Rube Goldberg Showcase:** The Physics class put on a display of Rube Goldberg machines.
- **Teacher Who Makes a Difference:** Susan Binon was FCS's nominee for this award. She was unable to attend the event, but the Admin staff are taking her out to dinner to celebrate.
- **Political Advocacy Day:** Peter was invited by California Charter Schools Association to participate in meeting with legislators to advocate for schools and discuss policy affecting them.

- **Wild & Scenic Partnership:** In partnership with SYRCL, several films from the Wild & Scenic Film Festival will be shown for free on May 8 at the Nevada City Learning Center. We hope to be able to do this annually.
- **Safety Drills:** The Safety Drills for all three Learning Centers have been completed.
- **Website Update:** Much of the updates to the FCS website have been completed. Jenna will meet with several STs for input on organizing the template, which Debbie and Peter will finalize.

19. Information: Future Agenda Items

- Draft LCAP Public Hearing (May)
- LCAP Approval (May)
- 2017-2018 Block Class Salary Schedule (May—Debbie)
- 2017-2018 Charter Council Elections (August—Peter)
- Update Enrollment Policy (September—Peter)
- Classified Job Descriptions
- WASC Update (as needed)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- Energy Plan Update (as needed)
- One-Time Funds (Peter and Debbie)
- SB277 – Immunizations (as needed)
- Employee Handbook (sick leave—Debbie)

20. Information: Reminder of Future Meetings

2017: *5/30, **5/31, 6/6

***Special Meeting**

****Budget Meeting**

21. Action: Adjourn at 7:40 p.m.

Respectfully submitted:

Shawn Flynn, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Ruthanne Buckley, Vice Chair

Date