

Forest Charter School

470 Searls Avenue
Nevada City, CA 95959

Monthly Charter Council Meeting Agenda January 12, 2021

5:00 p.m. Special Meeting
****Virtual Meeting****

Network User ID: FC_Public
Network Password: PineCedar2

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

ANNOUNCEMENTS

1. ANNOUNCEMENT: EXECUTIVE ORDER N-29-20 TELECONFERENCE FLEXIBILITY

This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. This meeting will be a virtual meeting only. The public may observe and address the meeting via Zoom.

2. ANNOUNCEMENT: PUBLIC ACCESS TO THE FOREST CHARTER SCHOOL BOARD MEETING

The public will have access to the Forest Charter School board meeting through Zoom Teleconferencing. For those individuals who wish to make a public comment, please do so through the Zoom meeting chat feature. A moderator for the meeting will read your comments for the record.

3. ANNOUNCEMENT: SHOULD THIS BOARD MEETING ENCOUNTER ANY SECURITY BREACH OR INAPPROPRIATE ISSUES, THE MEETING WILL BE ENDED IMMEDIATELY.

Join Zoom Meeting:

<https://us02web.zoom.us/j/85408398614?pwd=Y2dzdFBFUXdQTUFxazI3bERnZGIYUT09>

Meeting ID: 854 0839 8614

Passcode: 873378

Dial by your location

+1 408 638 0968 US (San Jose)

Meeting ID: 854 0839 8614

Find your local number: <https://us02web.zoom.us/u/kb7yu4OPaF>

AGENDA:

1. **Call To Order**
2. **Roll Call**
3. **Information/Action: A, B, and C may be considered for Consent Agenda—Meshawn Simmons**

(E-Attachments)

- Should the Consent Agenda be approved?
 - A. Adoption of the January 12, 2021 Agenda (*page 1*)
 - B. December 8, 2020, Charter Council Meeting Minutes (*page 4*)
 - C. Contracts (*page 7*)
 - D. Warrants (December) (*page 8*)

4. Discussion: Other

This is an opportunity for members of the audience 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 minutes.

Information Items:

5. Information: Student Achievement—B.J. Hatcher

B.J. will provide an update on student achievement.

6. Information: WASC Midterm Review—Peter Sagebiel, Paul Simoes

Peter and Paul will provide the Council with a progress update on the WASC Midterm virtual visit scheduled for January.

7. Information: 2020/21 Budget and Cash Flow—Meshawn Simmons (page 12)

Meshawn will update the Council on 2020/21 Budget items and Cash Flow.

Action Items:

8. Action: Program Options—Peter Sagebiel

Peter will provide the Council with an update on possible program options in the future.

- Should the Council approve staying with our current program options?

9. Action: COVID Prevention Program (CPP)—Meshawn Simmons
(page 13)

Meshawn will review the COVID Prevention Program (CPP) with the Council.

- Should the Council approve the COVID Prevention Program (CPP)?

10. Action: School Accountability Report Card (SARC)—B.J. Hatcher
(page 29)

B.J. will present the 2021 School Accountability Report Card (SARC) to the Council.

- Should the council approve the 2021 School Accountability Report Card (SARC)?

11. Action: CalSTRS Retirement Plan—Meshawn Simmons
(page 42)

Meshawn will provide the Council with information on the option to continue offering the CalSTRS Retirement Plan.

- Should the Board approve the option to offer the CalSTRS Retirement Plan and CalSTRS Activation Application?

12. Action: CalSTRS Resolutions—Meshawn Simmons
(page 44)

Meshawn will provide the Council with information on the CalSTRS Resolutions for the EMPC tax benefit and Pre-tax deductions as the county transitions CalSTRS enrollment directly to Forest Charter for:

- Should the Board approve the following CalSTRS Resolutions:
 - EMPC tax benefit?
 - Pre-tax deductions?

13. Director's Update—Peter Sagebiel

- Enrollment
- Truckee Campus Holiday Concert 2020
- Governance Workshop - January 19, 2021 (virtual 6-7:30 pm)
- Staff Mid-Year Check-ins
- Other

14. Future Agenda Items

- SB740
- Lease Renewal

15. Information: Reminder of Future Meetings

2021: 2/9, 3/9, 4/20, 5/18, 6/14*, 6/15****

***Special Meeting/Public Hearing **Budget Meeting**

16. Action: Adjourn

Forest Charter School

Monthly Charter Council Meeting Minutes – December 8, 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, Dave Stanger, Paul Simoes, Jean Watson

- 1. Call to Order: 5:03 pm**
- 2. Roll Call: All Present (Dan Thiem, Karen Fruchtenicht, Amea Medeiros, Jennifer Sheffo, Jean Watson)**
- 3. Public Hearing: 20/21 Budget Overview for Parents--Peter Sagebiel**

The public was given an opportunity to provide feedback on Forest Charter School's draft 20/21 Budget Overview for Parents. No comments were given.

- 4. Information/Action: A and B may be considered for Consent Agenda—Meshawn Simmons**

December 8, 2020, Charter Council Agenda and November 10, 2020, Meeting Minutes and Warrants were presented for approval.

Jennifer Sheffo made a motion to approve the Consent Agenda. Amea Medeiros seconded.

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

Nays: None

5. Discussion: Other

None.

Information Items:

6. Information: Student Achievement--B.J. Hatcher

B.J. provided an update on AB 1505 webinar he attended in which additional academic progress indicators were discussed. We are currently using NWEA for our benchmark which is one of the assessment tools that the state considers a “verified data” source. This will be helpful at our next renewal. B.J. also informed the Council that as of now there will be a shortened version of the CAASPP in the Spring but specifics have not been released.

7. Information: WASC Midterm Review--Peter Sagebiel, Paul Simoes

Paul and Peter provided the Council with an update on the upcoming WASC mid-term visit in January. The report will be submitted just before Winter break.

Action Items:

8. Action: Program Options--Peter Sagebiel

Peter informed the Council that with COVID-19 cases trending up it is his recommendation to continue with full distance learning until further into the second semester. The hope is we will be able to open the campus again for support later in the second semester should cases start to shift downward.

Jean Watson made a motion to approve continuing with full distance learning through the start of the second semester. Amee Medeiros seconded.

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

Nays: None

9. Action: 2020/21 Cash Flow and First Interim Budget—Meshawn Simmons

Meshawn presented the Budget Narrative including the 2020/21 Cash Flow, 1st Interim Budget, and Multi-Year Projections to the Council.

Karen Fruchtenicht made a motion to approve the Budget Narrative including the 2020/21 Cash Flow, 1st Interim Budget, and Multi-Year Projections. Jen Sheffo seconded.

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

Nays: None

10. Director's Update—Peter Sagebiel

- Enrollment - Currently around 770.

- NC PACE 6-8 Mirror Project - Fundraiser organized by Alicia Frost and Michelle Ogaidi raising money for local artists and NC PACE 6-8. Students wrote stories and local artists brought the stories to life on canvas. Really cool!
- Giving Event - Thank you to everyone for the generous donations!
- Contact Tracing Process - Kudos to Meghan and Meshawn for all of their work with the contact tracing. It is a lot of work and they are doing a great job.
- Mid-Year Check-Ins - Checking in with staff and identifying any specific needs
- Implicit Bias Training - Forest staff participated in County training with Dr. Marks. Good information. Training will continue.
- Nisenan Land Acknowledgment - An acknowledgment to the Nisenan tribe has been posted on the Forest Charter website acknowledging that the school is located on Nisenan tribal lands.
- Staff Appreciation - The Forest Charter Foundation has generously provided gift cards from local businesses for staff appreciation.
- Other - ACME robotics kudos to Emma Sheffo!
- Other - College applications are being accepted early! So far students are being offered some remarkable opportunities.

11. Information: Future Agenda Items

- SB740
- Lease Renewal
- Payroll Options

12. Information: Reminder of Future Meetings

Dates for the 2020/21 Charter Council meetings were set as follows:

2021: 1/12, 2/9, 3/9, 4/20, 5/18, 6/14*, 6/15****

***Special Meeting**

****Budget Meeting**

13. Action: Adjourn at 5:49 p.m.

Respectfully submitted:

Tita Fowler, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Contracts to be approved: (December 2020)

At-Will:

Stipends:

Hourly:

Marks, Beverly	\$475.00	Tutor
Marks, Juli	\$540.00	Tutor
Ojeda-Chatigny, Kaleen	\$1050.00	Tutor
Pelzman, Michele	\$200.00	Tutor
Pelzman, Michele	\$800.00	Tutor

Checks Dated 12/01/2020 through 12/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
21-490703	12/04/2020	A BRIGHTER CHILD HOMESCHL BKS	01-4300		129.08
21-490704	12/04/2020	ALL ABOUT LEARNING PRESS INC	01-4300	51.91	
			Unpaid Tax	4.01-	47.90
21-490705	12/04/2020	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		1,931.71
21-490706	12/04/2020	AUBURN GYMNASTICS CENTER	01-5800		450.00
21-490707	12/04/2020	B & C ACE HOME CENTER	01-4300		22.93
21-490708	12/04/2020	BALLET REJOICE SCHOOL FOR THE ARTS	01-5800		436.00
21-490709	12/04/2020	BRUCE MAIRS	01-5800		1,861.10
21-490710	12/04/2020	CALTRONICS BUSINESS SYSTEMS	01-5600		71.98
21-490711	12/04/2020	CLEVER MINDS	01-5800		195.00
21-490712	12/04/2020	COLTON WOOD	01-5800		75.00
21-490713	12/04/2020	DE LAGE LANDEN FINCL SRV INC	01-5600		1,200.29
21-490714	12/04/2020	ELIZABETH BROWN	01-5800		1,150.00
21-490715	12/04/2020	HOLT BALLET CONSERVATORY	01-5800		140.00
21-490716	12/04/2020	HOUGHTON MIFFLIN HARCOURT	01-4300		42.00
21-490717	12/04/2020	Kaitlyn Brennan	01-5800		196.00
21-490718	12/04/2020	LAKESHORE LEARNING MATERIALS	01-4300		309.50
21-490719	12/04/2020	LINDA COUPER	01-5800		96.00
21-490720	12/04/2020	LITTLE BIRD MUSIC	01-5800		250.00
21-490721	12/04/2020	MATH U SEE INC	01-4300		58.69
21-490722	12/04/2020	NEVADA CITY SELF STORAGE	01-5600		125.50
21-490723	12/04/2020	NORTHERN SIERRA AQUATICS	01-5800		128.00
21-490724	12/04/2020	OFFICE DEPOT	01-4300		98.92
21-490725	12/04/2020	ONE-II-ONE MATH TUTORING	01-5800		560.00
21-490726	12/04/2020	RAINBOW RESOURCE CENTER	01-4300		1,442.44
21-490727	12/04/2020	School of Rock	01-5800		75.00
21-490728	12/04/2020	SEAN BIANCO	01-5800		765.00
21-490729	12/04/2020	SEBASTIAN	01-5930		133.58
21-490730	12/04/2020	SINGAPORE MATH INC	01-4300		152.83
21-490731	12/04/2020	TEACHING TEXTBOOKS INC	01-4300	126.64	
			01-5800	55.94	
			Unpaid Tax	8.33-	174.25
21-490732	12/04/2020	TIMBERDOODLE	01-4300		1,198.85
21-490733	12/04/2020	YESENIA ANDERSON ANDERSONS STEP IT UP	01-5800		125.01
21-491123	12/11/2020	ABSOLUTE COMM SOLUTIONS	01-5800		173.21
21-491124	12/11/2020	ALPENGLOW CLEANING INC	01-5800		760.00
21-491125	12/11/2020	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		2,186.84
21-491126	12/11/2020	AT&T	01-5930		64.20
21-491127	12/11/2020	B & C ACE HOME CENTER	01-4300		7.80
21-491128	12/11/2020	BYU CONTINUING EDUCATION	01-5800		168.00
21-491129	12/11/2020	CENTER STAGE DANCE STUDIO	01-5800		302.25
21-491130	12/11/2020	CHERYL BARBER	01-5800		450.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 12/01/2020 through 12/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
21-491131	12/11/2020	CLEVER MINDS	01-5800		125.00
21-491132	12/11/2020	FOREST CHARTER REVOLVING	01-5300		100.00
21-491133	12/11/2020	GOLD COUNTRY GYMNASTICS	01-5800		222.00
21-491134	12/11/2020	GPP	01-5400		2,406.00
21-491135	12/11/2020	GRASS VALLEY CROSSFIT	01-5800		262.50
21-491136	12/11/2020	HAFDIS TRAUSTADOTTIR	01-5800		725.00
21-491137	12/11/2020	INSPIRE LEARNING ACADEMY INC	01-5800		408.31
21-491138	12/11/2020	JACKRIS PUBLISHING	01-4300	27.08	
			Unpaid Tax	2.09-	24.99
21-491139	12/11/2020	Jaimee Wadman	01-5800		560.00
21-491140	12/11/2020	KEN WILLER	01-5800		125.00
21-491141	12/11/2020	LAKESHORE LEARNING MATERIALS	01-4300		10.41
21-491142	12/11/2020	LINDA COUPER	01-5800		226.00
21-491143	12/11/2020	MARGARET JOHNSON	01-5800		500.00
21-491144	12/11/2020	MEGGIE CUTIGINI	01-5800		547.50
21-491145	12/11/2020	NEVADA CITY BALLET ACADEMY	01-5800		800.00
21-491146	12/11/2020	PACIFIC GAS & ELECTRIC COMPANY	01-5510	789.57	
			01-5520	1,145.03	1,934.60
21-491147	12/11/2020	RAINBOW RESOURCE CENTER	01-4300		340.93
21-491148	12/11/2020	ROSE-MAY MICKELSON	01-5800		300.00
21-491149	12/11/2020	SCHOOL PATHWAYS LLC	01-5806		2,712.25
21-491150	12/11/2020	SINGAPORE MATH INC	01-4300		62.04
21-491151	12/11/2020	TEACHING TEXTBOOKS INC	01-4300	319.27	
			01-5800	67.08	
			Unpaid Tax	21.34-	365.01
21-491152	12/11/2020	THE AERIAL LAB LLC	01-5800		500.00
21-491153	12/11/2020	THE CLEANING SOLUTION	01-5800		2,200.00
21-491154	12/11/2020	TIME4LEARNING- TIME4WRITING	01-4300	199.50	
			01-5800	1,608.45	1,807.95
21-491155	12/11/2020	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER	01-5520	443.53	
			01-5540	85.76	529.29
21-491156	12/11/2020	Truckee Tahoe Swim Team	01-5800		520.00
21-491157	12/11/2020	VICTORIA GARRETT	01-5800		260.00
21-491551	12/18/2020	4 ELEMENTS EARTH EDUCATION INC	01-5800		3,282.94
21-491552	12/18/2020	ABSOLUTE COMM SOLUTIONS	01-5800		198.37
21-491553	12/18/2020	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		3,420.60
21-491554	12/18/2020	ANDREA HORNE	01-5800		1,110.00
21-491555	12/18/2020	AT&T	01-5930		202.39
21-491556	12/18/2020	BALLET REJOICE SCHOOL FOR THE ARTS	01-5800		436.00
21-491557	12/18/2020	Beverly Zorichak	01-5800		450.00
21-491558	12/18/2020	BOB SWEAT M.ED MATH TUTORING	01-5800		460.00
21-491559	12/18/2020	CAITLYN MARIE CAMACHO	01-5800		240.00

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Checks Dated 12/01/2020 through 12/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
21-491560	12/18/2020	CALTRONICS BUSINESS SYSTEMS	01-5600		481.77
21-491561	12/18/2020	CANYON VIEW ASSEMBLY	01-5600		1,000.00
21-491562	12/18/2020	CARRIE BLANCHE MORRIS DBA MASTERPIECE ART ACADEMY	01-5800		1,800.00
21-491563	12/18/2020	CHERYL ANNE KENNEDY	01-5800		135.00
21-491564	12/18/2020	CINDY VOIGT	01-5800		600.00
21-491565	12/18/2020	CLEVER MINDS	01-5800		162.00
21-491566	12/18/2020	COLTON WOOD	01-5800		180.00
21-491567	12/18/2020	COMCAST	01-5930		790.24
21-491568	12/18/2020	COMMUNICATION TOOLS	01-5800		785.00
21-491569	12/18/2020	DAY BY DAY SPANISH	01-5800		1,120.00
21-491570	12/18/2020	DE LAGE LANDEN FINCL SRV INC	01-5600		190.28
21-491571	12/18/2020	DEL CORAZON	01-5800		540.00
21-491572	12/18/2020	DENISE WEY	01-5800		300.00
21-491573	12/18/2020	FLINN SCIENTIFIC INC	01-4300		77.52
21-491574	12/18/2020	FULL STEAM AHEAD	01-5800		5,590.00 ✓
21-491575	12/18/2020	GOLD COUNTRY GYMNASTICS	01-5800		222.00
21-491576	12/18/2020	GOLD COUNTRY KUK SOOL WON	01-5800		1,983.00
21-491577	12/18/2020	HOLT BALLET CONSERVATORY	01-5800		30.00
21-491578	12/18/2020	Kaitlyn Brennan	01-5800		54.00
21-491579	12/18/2020	Kiera Odell	01-5800		937.50
21-491580	12/18/2020	KIWICO INC	01-4300		411.77
21-491581	12/18/2020	LAKESHORE LEARNING MATERIALS	01-4300		236.17
21-491582	12/18/2020	LAWRENCE GERALD SCHIAVONE	01-5800		220.00
21-491583	12/18/2020	LINDA COUPER	01-5800		192.00
21-491584	12/18/2020	LISA STEWART	01-4300		160.00
21-491585	12/18/2020	MASTERS COURT TRUST	01-5600		952.86
21-491586	12/18/2020	Moria McAfee	01-5800		350.00
21-491587	12/18/2020	NEVADA CITY SCHOOL DISTRICT	01-5600		13,958.38 ✓
21-491588	12/18/2020	NEVADA COUNTY CHARTER SERVICES AUTHORITY	01-5100		85,257.57 ✓
21-491589	12/18/2020	OFFICE DEPOT	01-4300		295.66
21-491590	12/18/2020	ONE-II-ONE MATH TUTORING	01-5800		1,600.00
21-491591	12/18/2020	PACIFIC GAS & ELECTRIC COMPANY	01-5510	32.33	
			01-5520	44.12	76.45
21-491592	12/18/2020	PAMELOT A SCHOOL OF DANCE	01-5800		720.00
21-491593	12/18/2020	PIONEER COMMERCE CENTER	01-5600		13,742.95 ✓
21-491594	12/18/2020	Plant The Seed Kids Yoga	01-5800		160.00
21-491595	12/18/2020	R&B COMMUNICATIONS	01-5800		1,115.00
21-491596	12/18/2020	RAINBOW RESOURCE CENTER	01-4300		299.56
21-491597	12/18/2020	REPUBLIC INDEMTY CO OF AMERICA	01-9516		3,054.00 ✓
21-491598	12/18/2020	RICHARD T KIRKPATRICK	01-5800		210.00
21-491599	12/18/2020	SIERRA DANCE INSTITUTE	01-4300		430.00
21-491600	12/18/2020	SINGAPORE MATH INC	01-4300		36.02
21-491601	12/18/2020	SOUTHWEST GAS CORPORATION	01-5510		351.50

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Checks Dated 12/01/2020 through 12/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
21-491602	12/18/2020	SPD MARKET- NEVADA CITY	01-5920		77.20
21-491603	12/18/2020	Stacey Anderson	01-5800		485.00
21-491604	12/18/2020	STAPLES BUSINESS CREDIT	01-4300		89.38
21-491605	12/18/2020	SUDDENLINK COMMUNICATIONS	01-5930		444.05
21-491606	12/18/2020	T-MOBILE	01-5800		720.00
21-491607	12/18/2020	TAHOE SCHOOL OF MUSIC	01-5800		420.00
21-491608	12/18/2020	The Ridge GC LLC	01-5800		750.00
21-491609	12/18/2020	TIMBERDOODLE	01-4300		510.43
21-491610	12/18/2020	US BANK CORPORATE PAYMENT SYS	01-5800		16.95
21-491611	12/18/2020	US BANK CORPORATE PAYMENT SYS	01-4300	581.82	
			01-5210	2,645.00	
			01-5800	1,615.29	
			01-5871	148.80	
			01-5920	8.32	
			Unpaid Tax	20.38-	4,978.85
21-491612	12/18/2020	WARM WATER FITNESS	01-5800		360.00
21-491613	12/18/2020	WASTE MANAGEMENT	01-5570		278.94
21-491614	12/18/2020	WAVE	01-5930		267.01
Total Number of Checks			130		<u><u>196,335.95</u></u>

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	FOREST CHARTER	130	196,392.10
	Total Number of Checks	130	196,392.10
	Less Unpaid Tax Liability		56.15-
	Net (Check Amount)		<u><u>196,335.95</u></u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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CASH FLOW REPORT 2020-2021

PROJECTED YEAR BUDGET Descriptions	2020- 2021	Current or Revised Budget 2020-2021	Original Budget 2020-2021	PROJECTED							Total						Total
				July	August	September	October	November	December	January	Jul-Jan	February	March	April	May	June	Jul-Jun
Beginning Cash Balance	1,741,680	1,889,563		1,741,680	2,465,077	2,520,005	3,100,054	2,767,001	2,764,414	3,080,175	2,566,145	2,566,145	2,498,645	2,345,383	1,766,883	1,093,383	1,610,857
RECEIPTS																	
Prop Tax 8020-8079	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
State Aid (Appo 8010-8019	6,385,706	6,177,014		241,931	241,931	837,046	435,476	435,476	837,046	435,476	3,464,382	550,000	89,000	89,000	89,000	401,570	4,682,952
RL Trf & PERS 8080-8099	924,964	791,702		0	215,000	(215,000)	0	166,493	147,994	147,994	462,481	305,238	305,238	305,238	305,238	305,238	1,072,957
Total 8010-809 8010-8099	7,310,670	6,968,716		241,931	456,931	622,046	435,476	601,969	985,040	583,470	3,926,863	550,000	394,238	89,000	89,000	706,808	5,755,909
Federal Reven: 8100-8299	174,512	123,666		0	0	50,846	0	0	0	0	50,846	0	0	0	0	123,666	174,512
Other State Rev 8300-8599	981,184	696,827		13,398	15,251	94,504	44,559	68,297	24,557	50,000	310,566	50,000	50,000	45,000	50,000	60,000	565,566
Other Local Rev 8600-8799	52,500	52,500		0	0	0	0	0	0	0	0	0	15,000	10,000	15,000	7,000	47,000
Transfers In 8910-8929	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sources 8931-8979	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contributions 8980-8999	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RECEIPTS	8,518,866	7,841,709		255,329	472,182	767,396	480,035	670,266	1,009,597	633,470	4,288,275	600,000	459,238	144,000	154,000	897,474	6,542,987
DISBURSEMENTS																	
Cert Salaries 1000-1999	3,464,946	3,403,954		55,000	296,427	258,000	258,000	258,000	258,000	258,000	1,641,427	258,000	258,000	258,000	258,000	80,000	2,753,427
Actuals				52,153	167,279	310,376	307,176	304,646	345,365	310,000	1,796,995	310,000	310,000	310,000	310,000	180,000	3,216,995
Classified Salar 2000-2999	918,930	886,128		52,073	76,578	72,000	72,000	72,000	72,000	72,000	488,650	72,000	72,000	72,000	72,000	65,000	841,650
Actuals				34,339	54,913	80,589	77,150	68,994	82,023	82,500	480,507	82,500	82,500	82,500	82,500	75,000	885,507
Empl Benefits 3000-3999	1,590,526	1,125,842		76,875	132,544	85,000	85,000	85,000	85,000	85,000	634,419	85,000	85,000	85,000	85,000	85,000	1,059,419
Actuals				25,757	63,387	100,976	100,530	103,686	109,866	105,000	609,202	105,000	105,000	105,000	105,000	60,000	1,089,202
Supplies 4000-4999	450,624	399,798		33,317	33,317	80,000	50,000	23,000	15,000	150,000	384,633	15,000	15,000	25,000	10,000	10,000	459,633
Actuals				29	13,278	58,205	36,873	29,530	15,268	200,000	353,183	20,000	15,000	25,000	30,000	15,000	458,183
Services 5000-5999	2,135,116	2,108,680		175,723	175,723	100,000	125,000	175,723	64,802	175,723	992,695	150,000	100,000	200,000	350,000	125,000	1,917,695
Actuals				264,780	137,422	141,212	174,828	167,787	177,943	450,000	1,513,972	150,000	100,000	200,000	300,000	50,000	2,313,972
TOTAL Est.											4,141,825						7,031,825
TOTAL Actuals 4000-5999	8,560,142	2,508,478		377,058	436,279	691,358	696,557	674,643	730,465	1,147,500	4,753,860	667,500	612,500	722,500	827,500	380,000	7,963,860
Capital Outlays 6000-6999	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Outgo 7000-7399	0	89,813		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trf of Indirect 7300-7399	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service 7400-7499	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total 7000-749	8290	89,813		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Interfund Transf 7600-7629	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Financing Uses 7630-7699	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trans 9640	9640	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL DISBURSEMENTS	8,560,142	8,014,215		377,058	436,279	691,358	696,557	674,643	730,465	1,147,500	4,753,860	667,500	612,500	722,500	827,500	380,000	7,963,860
CURR YR NET INC/DEC	(41,276)	(172,506)		(121,729)	35,903	76,038	(216,522)	(4,377)	279,132	(514,030)	(465,585)	(67,500)	(153,262)	(578,500)	(673,500)	517,474	(1,420,873)
PR YR TRANSACTIONS																	
Revolving Cash 91xx	(2,600)	2,600		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Accounts Receiv 92xx	(360,927)	494,332		849,492	(492)	464,456	(462)	0	(4,118)	0	1,308,876	0	0	0	0	0	1,308,876
Due From 9310	(53,348)	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prepays 9330/9331	(42,147)	53,348		37,502	0	0	0	0	0	0	37,502	0	0	0	0	0	37,502
Accounts Recr 9120-9499	(459,022)	550,280		886,994	(492)	464,456	(462)	0	(4,118)	0	1,346,378	0	0	0	0	0	1,346,378
Accounts Payal 9500-10, 9560	187,556	476,833		(41,868)	19,517	39,555	(116,069)	1,790	40,747	0	(56,328)	0	0	0	0	0	(56,328)
H&W Payable # 9511-9525	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Due to Grantors 9590	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Due To 9610	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Accounts Pay: 9500-9630	187,556	476,833		(41,868)	19,517	39,555	(116,069)	1,790	40,747	0	(56,328)	0	0	0	0	0	(56,328)
Deferred Reven 9650	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Prior Year Transaction	(271,466)	73,447		845,126	19,025	504,011	(116,531)	1,790	36,629	0	1,290,050	0	0	0	0	0	1,290,050
TOTAL NET INC/DEC	230,190	(99,059)		723,397	54,928	580,049	(333,053)	(2,587)	315,761	(514,030)	824,465	(67,500)	(153,262)	(578,500)	(673,500)	517,474	(130,823)
ENDING CASH BALANCE	1,971,870	1,790,504		2,465,077	2,520,005	3,100,054	2,767,001	2,764,414	3,080,175	2,566,145	3,390,610	2,498,645	2,345,383	1,766,883	1,093,383	1,610,857	1,610,857

~Cash



Forest Charter School

A Personalized Learning Program
Accredited by the Western Association of Schools and Colleges

COVID-19 Prevention Program (CPP)

January 8, 2021

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Authority and Responsibility

Peter Sagebiel has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the Appendix A: Identification of COVID-19 Hazards form.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the Appendix B: COVID-19 Inspections form as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

Forest Charter staff will continuously evaluate the risk of COVID-19 hazards by monitoring traffic flow and number of people in each office space. FCS is working with staff to work from home on a rotating basis to minimize exposure.

Employee Participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

All employees are trained to look for signs of symptoms in others on campus by monitoring for symptoms, and by ensuring everyone who comes to campus has completed the COVID-19 Daily Symptom Checklist. If they have not completed the checklist, FCS staff can do it themselves on site, or the Supervising Teacher or other staff can conduct the checklist.

Employee Screening

All employees who report to work (in-person) are required to perform a self-administered wellness check for COVID-19 symptoms before leaving home for work. Any employee who has a fever of 100.4 degrees Fahrenheit or higher and/or any of the COVID symptoms is directed to remain home, notify his or her supervisor and await instructions. If employees don't have access to a thermometer at home, FCS has several no-touch thermometers at each learning center. If there is follow up needed, we have trained staff who will contact employees to do additional contact tracing/health screening.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented on the Appendix B: COVID-19 Inspections form, and corrected in a timely manner based on the severity of the hazards, as follows:

- o Notify the county public health department immediately
- o Notify all staff and families in the school community of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws.
- o Close off areas used by any sick person and do not use before cleaning and disinfection.
- o Investigate the COVID-19 illness and exposures and determine if any work-related factors could have contributed to risk of infection.
- o Update protocols as needed to prevent further cases in accordance with CDPH Guidelines ("Responding to COVID-19 in the Workplace").
- o Implement communication plans for exposure at school and potential school closures to include outreach to students, parents, teachers, staff and the community.
- o Include information for staff regarding labor laws, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to schools.
- o Provide guidance to parents, teachers and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.

Controls of COVID-19 Hazards

Physical Distancing

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by:

To help with physical distancing, all supervising teachers and instructors are able to work from home during COVID-19. There is an online campus schedule for those who have poor internet access at home which ensures physical distancing while on site. We have re-evaluated work stations to make sure that all office staff has their own work space. We have moved some staff to different offices, and some staff are on a rotating schedule between coming to the office and working from home to ensure physical distancing. We have installed plastic sneeze guards at all front office desk stations. We have placed physical distancing signs on the floor, and on bulletin boards on walkways. Additionally, we have directional signage on staircases and hallways to aid with traffic flow, and we are allowing visitors on a need only basis to limit the number of people on campus at any given time.

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department.

Following CDPH Guidelines, all staff and visitors are required to wear a face covering when on campus. We have disposable face coverings available in every room at our learning centers. Additionally, we have 500 reusable cloth masks for students available to hand out. There are signs located around campus showing the proper use of face coverings. Additionally, all employees have gone through training on proper use and care of face coverings.

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.
- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six feet apart.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice weekly for COVID-19.

Engineering controls

We implement the following measures for situations where we cannot maintain at least six feet between individuals:

For situations where we cannot maintain at least six feet between individuals we have either installed plastic sneeze guards, or we have several portable sneeze guards that can be used, and we require face coverings be worn.

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

We have installed MERV 13 filters where possible in our learning centers and we have increased the fresh air intake through our HVAC systems where possible. We are researching portable HEPA air filters to put in classrooms when we have students on campus in locations where we couldn't increase the efficiency of the HVAC systems.

Cleaning and disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

FCS will provide regular professional cleaning at each learning center which includes disinfecting. Disinfecting wipes are available in each room and all staff are instructed to wipe their workstations and frequently used surfaces before and after each use. Frequently used areas include but are not limited to phones, door handles, light switches, copiers, tables, chairs, handrails, sinks, restroom surfaces, toys, and instructional materials. Hand sanitizer is available in each room and in general areas and staff are instructed to use hand sanitizer before beginning work. Additionally, staff are instructed to not share computers or other equipment (phones, desks, pens, etc.), and to maintain clutter free surfaces and workstations for efficient and regular cleaning and disinfecting.

Should we have a COVID-19 case in our workplace, we will implement the following procedures:

- o Notify the county public health department immediately
- o Notify all staff and families in the school community of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws.
- o Close off areas used by any sick person and do not use before cleaning and disinfection.
- o Investigate the COVID-19 illness and exposures and determine if any work-related factors could have contributed to risk of infection.
- o Update protocols as needed to prevent further cases in accordance with CDPH Guidelines ("Responding to COVID-19 in the Workplace").
- o Implement communication plans for exposure at school and potential school closures to include outreach to students, parents, teachers, staff and the community.

- o Include information for staff regarding labor laws, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to schools.
- o Provide guidance to parents, teachers and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.

Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by:

FCS will incorporate the CDPH and CDC Guidance for Cleaning, Disinfection and Ventilation as appropriate to maintain a high level of cleanliness throughout the year and reduce the risk of exposure to and spread of COVID-19 at the school site.

- Custodial staff will perform thorough cleaning when students and staff are not present.
- FCS will ensure proper ventilation during cleaning and disinfecting. Staff are encouraged to introduce fresh outdoor air as much as possible, by opening windows where practicable.
- All frequently touched surfaces in the workplace, such as chairs, desks, tables, keyboards, telephones, handrails, light switches, sink handles, bathroom surfaces and door handles, will be routinely disinfected. FCS will provide disinfecting wipes in all rooms and common areas.
- Students and employees are discouraged from sharing desks, computers, books, phones, pens, art supplies, or other work tools and equipment, including playground equipment, when possible. When shared use is allowed, the items and equipment will be cleaned and disinfected between uses.
- To the extent feasible, site resources that necessitate sharing or touching items (e.g., drinking fountains) will not be used and replacement items (e.g., reusable water bottles) will be used to the extent practicable.

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

- FCS has instructed that students and staff wash or sanitize hands frequently, including upon arrival to campus, after using the restroom, after going outside and returning to work, before and after eating, and after coughing or sneezing.
- Staff will teach and reinforce proper handwashing technique, avoiding contact with one's eyes, nose, and mouth, using a tissue to wipe the nose, and covering coughs and sneezes.
- FCS shall make soap, tissues, no-touch trashcans, face coverings, water and paper towels or dryers for hand washing available. Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application.
- If soap and water are not readily available, FCS has made available fragrance-free alcohol-based hand sanitizer that is at least sixty percent (60%) ethyl alcohol.
- We have placed posters conspicuously that encourage hand hygiene to help stop the spread of COVID-19.

Personal protective equipment (PPE) used to control employees' exposure to COVID-19

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained. [reference section 3205(c)(E) for details on required respirator and eye protection use.]

We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Investigating and Responding to COVID-19 Cases

This will be accomplished by using the Appendix C: Investigating COVID-19 Cases form OR FCS's own internal tracking system.

All employees are offered free COVID-19 testing through our local testing facility, as well as no dock for time off to get tested. In addition to our local testing facility, our County office of Education is offering free testing on site for symptomatic staff beginning in late January.

System for Communicating

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Who employees should report COVID-19 symptoms and possible hazards to, and how:

Employees are instructed to notify their supervisor, the business director, and our contract tracing staff when they have COVID-19 symptoms and/or exposure.

- That employees can report symptoms and hazards without fear of reprisal.
- Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Where testing is not required, how employees can access COVID-19 testing:

Our local testing center is offering (at the present moment) free COVID testing, which all of our employees have access to.

- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.

Safety protocols and equipment are regularly reviewed and updated as needed.

Training and Instruction

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
 - o COVID-19 is an infectious disease that can be spread through the air.
 - o COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - o An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

FCS mandated the following COVID related trainings through Public SchoolWorks: COVID-19: How to Protect Yourself and Others, and The California Healthy Schools Act Training. All trainings were completed within the first two weeks of the beginning of the school year. Additionally, we do procedural updates, trainings, and/or reminders at staff meetings and through email messages.

Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by

FCS will follow all Department of Labor laws to ensure that our staff are covered during COVID-19. Employees will be able to work from home during any quarantine or home isolation period, and if necessary, all benefits through the Families First Coronavirus Response Act will be available.

- Providing employees at the time of exclusion with information on available benefits.

Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

Return-to-Work Criteria

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
 - o At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
 - o COVID-19 symptoms have improved.
 - o At least 10 days have passed since COVID-19 symptoms first appeared.

- COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
- A negative COVID-19 test will not be required for an employee to return to work.
- If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.

Appendix A: Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Person Conducting the

Evaluation. Date:

Name(s) of Employees and Authorized Employee Representative that Participated:

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation

Appendix B: COVID-19 Inspections

Date:

Name of Person Conducting the Inspection:

Work Location Evaluated:

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/Partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Administrative			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Face shields/goggles			
Respiratory protection			

Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

Date:

Name of Person Conducting the Investigation:

Employee (or non-employee*) name:		Occupation (if non-employee, why they were in the workplace):	
Location where employee worked (or non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	

Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high- risk exposure period, and who may have been exposed (attach	
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Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:			
All employees who may have had COVID-19 exposure and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

*Should an employer be made aware of a non-employee infection source COVID-19 status.

Additional Consideration #1

Multiple COVID-19 Infections and COVID-19 Outbreaks

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

COVID-19 testing

- We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
 - o All employees in our exposed workplace will be immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
 - o After the first two COVID-19 tests, we will continue to provide COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
 - o We will provide additional testing when deemed necessary by Cal/OSHA.

Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria** requirements, and local health officer orders if applicable.

Investigation of workplace COVID-19 illness

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.

COVID-19 investigation, review and hazard correction

In addition to our CPP **Identification and Evaluation of COVID-19 Hazards** and **Correction of COVID-19 Hazards**, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
 - o Our leave policies and practices and whether employees are discouraged from remaining home when sick.
 - o Our COVID-19 testing policies.
 - o Insufficient outdoor air.
 - o Insufficient air filtration.
 - o Lack of physical distancing.

- Updating the review:
 - o Every thirty days that the outbreak continues.
 - o In response to new information or to new or previously unrecognized COVID-19 hazards.

Additional Consideration #2

Major COVID-19 Outbreaks

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

COVID-19 testing

We will provide twice a week COVID-19 testing, or more frequently if recommended by the local health department, to all employees present at our exposed workplace during the relevant 30-day period(s) and who remain at the workplace. COVID-19 testing will be provided at no cost to employees during employees' working hours.

Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees with COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria**, and any relevant local health department orders.

Investigation of workplace COVID-19 illnesses

We will comply with the requirements of our CPP **Investigating and Responding to COVID-19 Cases**.

COVID-19 hazard correction

In addition to the requirements of our CPP **Correction of COVID-19 Hazards**, we will take the following actions:

- In buildings or structures with mechanical ventilation, we will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems would reduce the risk of transmission and implement their use to the degree feasible.
- We will determine the need for a respiratory protection program or changes to an existing respiratory protection program under CCR Title 8 section 5144 to address COVID-19 hazards.
- We will evaluate whether to halt some or all operations at our workplace until COVID-19 hazards have been corrected
- Implement any other control measures deemed necessary by Cal/OSHA.

Notifications to the local health department

We will comply with the requirements of our **Multiple COVID-19 Infections** and **COVID-19 Outbreaks-Notifications to the Local Health Department**.

Forest Charter School - Including all Learning Center: Nevada City, Truckee, Foresthill, and Auburn

School Accountability Report Card

Reported Using Data from the 2019-2020 School Year

Published During 2020-2021

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements and access to prior year reports, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or the LCAP, see the CDE LCFF webpage at <https://www.cde.ca.gov/fg/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

DataQuest

DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

California School Dashboard

The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.

About This School

School Contact Information (School Year 2020-2021)

Entity	Contact Information
School Name	Forest Charter School - Including all Learning Center: Nevada City, Truckee,
Street	470 Searls Ave.
City, State, Zip	Nevada City, CA 95959-3030
Phone Number	(530) 265-4823
Principal	Peter Andreas Sagebiel
Email Address	psagebiel@forestcharter.com
Website	www.forestcharter.com
County-District-School (CDS) Code	29 10298 0126219

District Contact Information (School Year 2020-2021)

Entity	Contact Information
District Name	Forest Charter School
Phone Number	(530) 478-6400
Superintendent	Scott Lay
Email Address	slay@nevco.org
Website	www.nevco.org

School Description and Mission Statement (School Year 2020-2021)

Forest Charter School is a WASC Accredited School that is committed to nurturing the love of learning in all students. By cultivating a staff of dedicated personnel, Forest Charter School pledges an ongoing and expansive environment of educational excellence. The cornerstone of our Personalized Learning Program is positive collaboration on the part of students, parents, and professional educators. The ultimate mission of Forest Charter School is to honor each student's individual learning style in the selection and implementation of effective curriculum to prepare him/her for success in the 21st century.

Student Enrollment by Grade Level (School Year 2019-2020)

Grade Level	Number of Students
Kindergarten	40
Grade 1	44
Grade 2	42
Grade 3	44
Grade 4	43
Grade 5	48
Grade 6	54
Grade 7	74
Grade 8	82
Grade 9	59
Grade 10	86
Grade 11	85
Grade 12	87
Total Enrollment	788

Student Enrollment by Student Group (School Year 2019-2020)

Student Group	Percent of Total Enrollment
Black or African American	1.3
American Indian or Alaska Native	2.8
Asian	1.4
Filipino	0.3
Hispanic or Latino	11
Native Hawaiian or Pacific Islander	0.1
White	81.1
Two or More Races	2
Socioeconomically Disadvantaged	43.7
Students with Disabilities	11.2
Foster Youth	0.4
Homeless	0.5

A. Conditions of Learning**State Priority: Basic**

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Teacher Credentials

Teachers	School 2018-19	School 2019-20	School 2020-21	District 2020-21
With Full Credential	40.6	41	41	
Without Full Credential	0	0	0	
Teaching Outside Subject Area of Competence (with full credential)	0	0	0	

Teacher Misassignments and Vacant Teacher Positions

Indicator	2018-19	2019-20	2020-21
Misassignments of Teachers of English Learners	0	0	0
Total Teacher Misassignments*	0	0	0
Vacant Teacher Positions	0	0	0

Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

*Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Quality, Currency, Availability of Textbooks and Other Instructional Materials (School Year 2020-2021)

Year and month in which data were collected: 11/20

Forest Charter is a non-classroom based school that uses a variety of different curriculums. Part of our model is to allow students/families to choose the curriculum that best fits their learning style. Therefore, Forest Charter does not use specific textbooks for all disciplines. A student has access to many different choices of textbooks for each discipline.

Subject	Textbooks and Other Instructional Materials/year of Adoption	From Most Recent Adoption?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	N/A		0%
Mathematics	N/A		0%
Science	N/A		0%
History-Social Science	N/A		0%
Foreign Language	N/A		0%
Health	N/A		0%
Visual and Performing Arts	N/A		0%
Science Laboratory Equipment (grades 9-12)	N/A		0%

Note: Cells with N/A values do not require data.

School Facility Conditions and Planned Improvements

Future repairs are to be determined by the Nevada City School District. The Nevada City School District can be contacted at 530-273-7736

School Facility Good Repair Status

Using the **most recently collected** FIT data (or equivalent), provide the following:

- Determination of repair status for systems listed
- Description of any needed maintenance to ensure good repair
- The year and month in which the data were collected
- The rate for each system inspected
- The overall rating

Year and month of the most recent FIT report: 09/2020

System Inspected	Rating	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	Good	HVAC is updated in a number of buildings, sewers received hydro-scrub and routine maintenance. Filters being replaced with higher filtration in December of 2020.
Interior: Interior Surfaces	Good	General wear and tear in MPR/Gym. Carpets thoroughly cleaned over summer of 2020
Cleanliness: Overall Cleanliness, Pest/ Vermin Infestation	Good	Pest control excellent from yearly inspection. Currently cleaning three times a week per Covid
Electrical: Electrical	Good	Lighting replaced at end of 2020 year.
Restrooms/Fountains: Restrooms, Sinks/ Fountains	Good	Good overall, missing tiles have been covered up, outside drinking fountains turned off due to COVID protocols.
Safety: Fire Safety, Hazardous Materials	Good	Extinguishers up to date as of July 2020, science room updated for maximum safety.
Structural: Structural Damage, Roofs	Good	Roofs are in great shape.
External: Playground/School Grounds, Windows/ Doors/Gates/Fences	Good	Playground repaired in Spring of 2020. In Fall large tree removed because roots were going into sprinkler system. Also two trees removed that were dying and hanging over one of the classrooms.
Overall Rating	Good	

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

CAASPP Test Results in ELA and Mathematics for All Students

Grades Three through Eight and Grade Eleven

Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2018-19	School 2019-20	District 2018-19	District 2019-20	State 2018-19	State 2019-20
English Language Arts/Literacy (grades 3-8 and 11)	53	N/A	47	N/A	50	N/A
Mathematics (grades 3-8 and 11)	33	N/A	31	N/A	39	N/A

Note: Cells with N/A values do not require data.

Note: The 2019-2020 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waived the requirement for statewide testing for the 2019-2020 school year.

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: ELA and mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

CAASPP Test Results in ELA by Student Group

Grades Three through Eight and Grade Eleven (School Year 2019-2020)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
All Students	N/A	N/A	N/A	N/A	N/A
Male	N/A	N/A	N/A	N/A	N/A
Female	N/A	N/A	N/A	N/A	N/A
Black or African American	N/A	N/A	N/A	N/A	N/A
American Indian or Alaska Native	N/A	N/A	N/A	N/A	N/A
Asian	N/A	N/A	N/A	N/A	N/A
Filipino	N/A	N/A	N/A	N/A	N/A
Hispanic or Latino	N/A	N/A	N/A	N/A	N/A
Native Hawaiian or Pacific Islander	N/A	N/A	N/A	N/A	N/A
White	N/A	N/A	N/A	N/A	N/A

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
Two or More Races	N/A	N/A	N/A	N/A	N/A
Socioeconomically Disadvantaged	N/A	N/A	N/A	N/A	N/A
English Learners	N/A	N/A	N/A	N/A	N/A
Students with Disabilities	N/A	N/A	N/A	N/A	N/A
Students Receiving Migrant Education Services	N/A	N/A	N/A	N/A	N/A
Foster Youth	N/A	N/A	N/A	N/A	N/A
Homeless	N/A	N/A	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: The 2019-2020 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waived the requirement for statewide testing for the 2019-2020 school year.

CAASPP Test Results in Mathematics by Student Group Grades Three through Eight and Grade Eleven (School Year 2019-2020)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
All Students	N/A	N/A	N/A	N/A	N/A
Male	N/A	N/A	N/A	N/A	N/A
Female	N/A	N/A	N/A	N/A	N/A
Black or African American	N/A	N/A	N/A	N/A	N/A
American Indian or Alaska Native	N/A	N/A	N/A	N/A	N/A
Asian	N/A	N/A	N/A	N/A	N/A
Filipino	N/A	N/A	N/A	N/A	N/A
Hispanic or Latino	N/A	N/A	N/A	N/A	N/A
Native Hawaiian or Pacific Islander	N/A	N/A	N/A	N/A	N/A
White	N/A	N/A	N/A	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A	N/A
Socioeconomically Disadvantaged	N/A	N/A	N/A	N/A	N/A
English Learners	N/A	N/A	N/A	N/A	N/A
Students with Disabilities	N/A	N/A	N/A	N/A	N/A
Students Receiving Migrant Education Services	N/A	N/A	N/A	N/A	N/A
Foster Youth	N/A	N/A	N/A	N/A	N/A
Homeless	N/A	N/A	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: The 2019-2020 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waived the requirement for statewide testing for the 2019-2020 school year.

CAASPP Test Results in Science for All Students
Grades Five, Eight, and High School
Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2018-19	School 2019-20	District 2018-19	District 2019-20	State 2018-19	State 2019-20
Science (grades 5, 8 and high school)	31	N/A	19	N/A	30	N/A

Note: Cells with N/A values do not require data.

Note: The 2019-2020 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waived the requirement for statewide testing for the 2019-2020 school year.

Note: The new California Science Test (CAST) was first administered operationally in the 2018-2019 school year.

CAASPP Test Results in Science by Student Group
Grades Three through Eight and Grade Eleven (School Year 2019-2020)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
All Students	N/A	N/A	N/A	N/A	N/A
Male	N/A	N/A	N/A	N/A	N/A
Female	N/A	N/A	N/A	N/A	N/A
Black or African American	N/A	N/A	N/A	N/A	N/A
American Indian or Alaska Native	N/A	N/A	N/A	N/A	N/A
Asian	N/A	N/A	N/A	N/A	N/A
Filipino	N/A	N/A	N/A	N/A	N/A
Hispanic or Latino	N/A	N/A	N/A	N/A	N/A
Native Hawaiian or Pacific Islander	N/A	N/A	N/A	N/A	N/A
White	N/A	N/A	N/A	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A	N/A
Socioeconomically Disadvantaged	N/A	N/A	N/A	N/A	N/A
English Learners	N/A	N/A	N/A	N/A	N/A
Students with Disabilities	N/A	N/A	N/A	N/A	N/A
Students Receiving Migrant Education Services	N/A	N/A	N/A	N/A	N/A
Foster Youth	N/A	N/A	N/A	N/A	N/A
Homeless	N/A	N/A	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: The 2019-2020 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waived the requirement for statewide testing for the 2019-2020 school year.

Career Technical Education Programs (School Year 2019-2020)

Forest Charter School is currently working to establish CTE programs within the school beginning in the 2020-21 school year.

Career Technical Education (CTE) Participation (School Year 2019-2020)

Measure	CTE Program Participation
Number of Pupils Participating in CTE	68
Percent of Pupils that Complete a CTE Program and Earn a High School Diploma	
Percent of CTE Courses that are Sequenced or Articulated Between the School and Institutions of Postsecondary Education	

Courses for University of California (UC) and/or California State University (CSU) Admission

UC/CSU Course Measure	Percent
2019-20 Pupils Enrolled in Courses Required for UC/CSU Admission	98.11
2018-19 Graduates Who Completed All Courses Required for UC/CSU Admission	21.43

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject areas of physical education.

California Physical Fitness Test Results (School Year 2019-2020)

Grade Level	Percentage of Students Meeting Four of Six Fitness Standards	Percentage of Students Meeting Five of Six Fitness Standards	Percentage of Students Meeting Six of Six Fitness Standards
5	N/A	N/A	N/A
7	N/A	N/A	N/A
9	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: The 2019–2020 data are not available. Due to the COVID-19 pandemic, Executive Order N-56-20 was issued which waived the requirement to administer the physical fitness performance test for the 2019–2020 school year.

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each school site

Opportunities for Parental Involvement (School Year 2020-2021)

The cornerstone of Forest's Personalized Learning Program is a positive collaboration on the part of participating students, parents, and professional educators. The nature of this collaboration engages parents as partners in the education of their children. Indeed, many parents enroll in Forest's program because they could provide their children an education that allowed them to integrate activities they would not have time for in a traditional school schedule. The collaborative nature of the relationship with parents i.e., parents as partners, affords numerous opportunities for parental involvement.

Parents have the opportunity to create life-long goals and support passions in their children that will fundamentally assist them in realizing future aspirations. Each student is addressed as an individual with unique gifts and talents. An individualized learning plan is set up by a team consisting of the student, their parents, and a Supervising Teacher to best ensure the success of that particular student. The student, parent, and Supervising Teacher meet a minimum of once a month to ensure that the learning plan is on track and effective. In addition, the Career and College Planning office offers parents and students advice and access to resources to help students and their families in deciding or directing their post-secondary aspirations.

The governance structure of Forest Charter School also provides parents with an opportunity for involvement. The Charter Council consists of five to seven voting members: directors must be parents/guardians with currently enrolled children, except that one of the directors can be a community member without a currently enrolled student. Parent members are elected to a two-year term by the school parent population, with one vote per family.

State Priority: Pupil Engagement

The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates; and
- High school graduation rates.

Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2016-17	School 2017-18	School 2018-19	District 2016-17	District 2017-18	District 2018-19	State 2016-17	State 2017-18	State 2018-19
Dropout Rate	8.7	10.3	8.6	49.6	61.9	70.2	9.1	9.6	9
Graduation Rate	81.7	85.1	86	25	23.3	22	82.7	83	84.5

State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety.

Suspensions and Expulsions

(data collected between July through June, each full school year respectively)

Rate	School 2017-18	School 2018-19	District 2017-18	District 2018-19	State 2017-18	State 2018-19
Suspensions	0.1	0.2	0.7	0.5	3.5	3.5
Expulsions	0.0	0.0	0.0	0.0	0.1	0.1

Suspensions and Expulsions for School Year 2019-2020 Only

(data collected between July through February, partial school year due to the COVID-19 pandemic)

Rate	School 2019-20	District 2019-20	State 2019-20
Suspensions	0		
Expulsions	0		

Note: The 2019-2020 suspensions and expulsions rate data are not comparable to prior year data because the 2019-2020 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019-2020 school year compared to prior years.

School Safety Plan (School Year 2020-2021)

Forest Charter annually reviews and updates the safety plan. FCS safety plan is divided into three parts based on our three different learning centers. The main function of the safety plan is to spell out how we deal with fire, lock-down and other emergency procedures. February of 2020 was the latest update which included new evacuation and safety maps. Staff are annually trained on the safety plan.

D. Other SARC Information

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

Average Class Size and Class Size Distribution (Elementary)

Grade Level	2017-18 Average Class Size	2017-18 # of Classes* Size 1-20	2017-18 # of Classes* Size 21-32	2017-18 # of Classes* Size 33+	2018-19 Average Class Size	2018-19 # of Classes* Size 1-20	2018-19 # of Classes* Size 21-32	2018-19 # of Classes* Size 33+	2019-20 Average Class Size	2019-20 # of Classes* Size 1-20	2019-20 # of Classes* Size 21-32	2019-20 # of Classes* Size 33+
K									3		4	
1									1	1		
2									1			2
3									1	2		
4									5	2		
5									3	4		
6									5	28		
Other**									12	52	3	

*Number of classes indicates how many classes fall into each size category (a range of total students per class).

** "Other" category is for multi-grade level classes.

Average Class Size and Class Size Distribution (Secondary)

Subject	2017-18 Average Class Size	2017-18 # of Classes* Size 1-20	2017-18 # of Classes* Size 21-32	2017-18 # of Classes* Size 33+	2018-19 Average Class Size	2018-19 # of Classes* Size 1-20	2018-19 # of Classes* Size 21-32	2018-19 # of Classes* Size 33+	2019-20 Average Class Size	2019-20 # of Classes* Size 1-20	2019-20 # of Classes* Size 21-32	2019-20 # of Classes* Size 33+
English Language Arts	3	135			3	129			3	136		
Mathematics	3	111			3	109			3	105		
Science	5	72	2	1	4	56			3	71		
Social Science	4	104	4		3	116	1		3	126	2	

*Number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Ratio of Pupils to Academic Counselor (School Year 2019-2020)

Title	Ratio
Academic Counselors*	716.4

*One full time equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Student Support Services Staff (School Year 2019-2020)

Title	Number of FTE* Assigned to School
Counselor (Academic, Social/Behavioral or Career Development)	1.1
Library Media Teacher (Librarian)	
Library Media Services Staff (Paraprofessional)	
Psychologist	
Social Worker	
Nurse	
Speech/Language/Hearing Specialist	
Resource Specialist (non-teaching)	
Other	0.2

*One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Expenditures Per Pupil and School Site Teacher Salaries (Fiscal Year 2018-2019)

Level	Total Expenditures Per Pupil	Expenditures Per Pupil (Restricted)	Expenditures Per Pupil (Unrestricted)	Average Teacher Salary
School Site	\$10857.35	N/A	N/A	\$67424.97
District	N/A	N/A		
Percent Difference - School Site and District	N/A	N/A		
State	N/A	N/A	\$7,750	
Percent Difference - School Site and State	N/A	N/A	-22.5	

Note: Cells with N/A values do not require data.

Types of Services Funded (Fiscal Year 2019-2020)

N/A - Forest Charter does not receive any federal funding for programs or services.

Teacher and Administrative Salaries (Fiscal Year 2018-2019)

Category	District Amount	State Average For Districts In Same Category
Beginning Teacher Salary		
Mid-Range Teacher Salary		
Highest Teacher Salary		
Average Principal Salary (Elementary)		
Average Principal Salary (Middle)		
Average Principal Salary (High)		
Superintendent Salary		

Category	District Amount	State Average For Districts In Same Category
Percent of Budget for Teacher Salaries		
Percent of Budget for Administrative Salaries		

For detailed information on salaries, see the CDE Certificated Salaries & Benefits web page at <https://www.cde.ca.gov/ds/fd/cs/>.

Advanced Placement (AP) Courses (School Year 2019-2020)

Subject	Number of AP Courses Offered*	Percent of Students In AP Courses
Computer Science		N/A
English	1	N/A
Fine and Performing Arts		N/A
Foreign Language		N/A
Mathematics	2	N/A
Science	1	N/A
Social Science		N/A
All courses	4	2.5

*Where there are student course enrollments of at least one student.

Professional Development (Most Recent Three Years)

Measure	2018-19	2019-20	2020-21
Number of school days dedicated to Staff Development and Continuous Improvement	3	3	3

Each year Forest Charter School provides three days for staff development for the whole staff. Individual staff members get other opportunities for staff development based on their discipline and available funds. Recently, the staff has been trained in Google Suite, mindfulness techniques, the NWEA assessment tool and the online intervention tool, Edgenuity. Individually teachers have been sent to various trainings such as Trauma informed Education training, the Asilomar Math Conference, Next Generation Science Standards, Summative ELPAC training, AP Calculus AB Workshop , and the Social Emotional Learning workshop.

The College and Career staff has been exploring the expansion of CTE programs within the school. The implementation of the first CTE programs was to begin in the Fall of 2020 but due to Covid the start has been delayed until the Spring Semester of the 20/21. Forest Charter School is going to start with an entrepreneurship class for CTE. In the Fall of 2019 the whole staff went through a Mental Health First Aid training and Trauma Informed Education training. In the Fall of 2020 the whole staff participated in an implicit bias training through the Nevada County Superintendents office. The staff was also trained in the Health and Safety protocols in regards to Covid.



Forest Charter School

A Personalized Learning Program
Accredited by the Western Association of Schools and Colleges

Resolution # 2021-01-129

Authorization to Approve CalSTRS Employer Pick-Up of Member Contributions (EMPC)

WHEREAS, Forest Charter School has the authority to implement the provisions of section 414(h)(2) of the Internal Revenue Code (IRC); and

WHEREAS, the Teachers' Retirement Board of the California State Teachers' Retirement System (CalSTRS) adopted its resolution of IRC section 414(h)(2) on May 17, 1985; and

WHEREAS, the IRS has stated on August 27, 1985, that the implementation of the provisions of IRC 414(h)(2) pursuant to the resolution of the Teachers' Retirement Board would satisfy the legal requirements of IRC section 414(h)(2); and

WHEREAS, Forest Charter School has determined that even though the implementation of the provisions of IRC section 414(h)(2) is not required by law, the tax benefit offered by IRC section 414(h)(2) should be provided to its employees who are members of CalSTRS.

NOW, THEREFORE, BE IT RESOLVED:

- I. That Forest Charter School will implement the provisions of IRC section 414(h)(2) by making employee contributions to CalSTRS on behalf of its employees who are members of CalSTRS. "Employee Contributions" shall mean those contributions to CalSTRS which are deducted from the salary of employees and are credited to individual employees' accounts.
- II. That the contributions made by Forest Charter School to CalSTRS, although designated as employee contributions, are being paid by Forest Charter School in lieu of contributions by the employees who are members of CalSTRS.
- III. That employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by Forest Charter School to CalSTRS.
- IV. That Forest Charter School shall pay to CalSTRS the contributions designated as employee contributions from the same source of funds as used in paying salary.
- V. That the amount of the contributions designated as employee contributions are paid by Forest Charter School to CalSTRS on behalf of an employee shall be the entire contribution required of the Teachers' Retirement Law (California Education Code sections 22000 et seq.)

- VI. That the contributions designated as employee contributions made by Forest Charter School to CalSTRS shall be treated for all purposes, other than taxation, in the same way that member contributions are treated by CalSTRS.
- VII. That Forest Charter School shall make no contributions designated as employee contributions until CalSTRS has developed and implemented procedures for administering the provisions of IRC section 414(h)(2) and until CalSTRS has officially notified Forest Charter School that it will accept contributions pursuant to IRC section 414(h)(2).
- VIII.

NOW, THEREFORE, BE IT ALSO RESOLVED that this resolution is effective immediately and supersedes all previous authorizations and will be in effect until further notice.

PASSED AND ADOPTED on _____, at the regular meeting of the Charter Council by the following vote:

Ayes: _____ Noes: _____ Absences: _____ Abstentions: _____

I certify that the foregoing Resolution was duly introduced, passed and adopted as stated.

Charter Council Chair

ATTESTED:

I hereby certify this to a full and correct copy of a Resolution duly adopted by the Charter Council of the Forest Charter School Charter School.

Secretary to the Council

Date



Forest Charter School

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Resolution # 2021-01-130

Authorization for CalSTRS Pre-Tax Deductions for Voluntary Receivable

WHEREAS, Internal Revenue Code (IRC) section 414(h)(2) permits employer “pickup” of the employee portion of contributions to a retirement plan, thereby resulting in tax deferral of employee contributions; and

WHEREAS, under the California State Teachers’ Retirement System (CalSTRS) plan conditions, members may be allowed to redeposit contributions previously withdrawn plus interest and/or purchase permissive service credit;

NOW THEREFORE, BE IT RESOLVED;

That in order to permit tax deferral for these additional amounts, an employee shall enter into a binding irrevocable payroll deduction authorization and such employee shall not have the option of choosing to receive the amounts directly instead of having them paid by the employer to CalSTRS;

BE IT FURTHER RESOLVED;

That additional amounts herein specified, through payroll deductions from salary, are designated as being picked up by the employer and paid by the employer in accordance with CalSTRS retirement plan requirements.

NOW, THEREFORE, BE IT ALSO RESOLVED that this resolution is effective immediately and supersedes all previous authorizations and will be in effect until further notice.

PASSED AND ADOPTED on _____, at the regular meeting of the Charter Council by the following vote:

Ayes: _____ Noes: _____ Absences: _____ Abstentions: _____

I certify that the foregoing Resolution was duly introduced, passed and adopted as stated.

Charter Council Chair

ATTESTED:

I hereby certify this to a full and correct copy of a Resolution duly adopted by the Charter Council of the Forest Charter School Charter School.

Secretary to the Council

Date