

Forest Charter School

470 Searls Avenue
Nevada City, CA 95959

Monthly Charter Council Meeting Agenda

August 27, 2019

5:30 p.m. Regular Session
470 Searls Avenue
Room 7, Sequoia
Nevada City, CA 95959

Dan Thiem, Chair
Karen Fruchtenicht, Parent Representative
Shelly Rose, Parent Representative
Jennifer Sheffo, Parent Representative
Jean Watson, Parent Representative
Tita Fowler, Secretary

AGENDA:

1. Call To Order
2. Pledge of Allegiance
3. Information/Action: A & B may be considered for Consent Agenda—Meshawn Simmons (E-Attachments)
 - Should the Consent Agenda be approved?
 - A. Adoption of the August 27, 2019 Agenda (*page 1*)
 - B. May 21, 2019 and June 6, 2019 Charter Council Meeting Minutes (*page 4*)
 - C. New Contracts (*page 11*)
 - D. Warrants (April-July) (*page 13*)

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.

Discussion/Information Items:

5. Information: Brown Act Training—Peter Sagebiel

Peter will review the protocols for the Brown Act for Council members.

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

BJ will report on the 2019 CAASPP results.

7. Information: Forest Charter 2019 LCAP Update--Peter Sagebiel (page 23)

Peter will present the LCAP Infographic and LCAP update.

8. Information: 2019-20 Budget and Cash Flow —Meshawn Simmons (page 28)

Meshawn will update the Council on 2019-20 Budget items and Cash Flow

9. Information: FCS School Nutrition Program Update —Meshawn Simmons

Meshawn will update the Council on the progress and implementation of the FCS School Nutrition program.

Action Items:

10. Action: 2019-20 FCS Policies—Peter Sagebiel (page 29)

- Should the Council approve the following 2019-20 FCS Policies?
 - Conflict of Interest
 - Service Animals on Campus
 - Animals as School for Instructional Purposes Policy

11. Action: 2019-20 FCS Safety Plan—Peter Sagebiel (page 38)

- Should the Council approve the changes made to the contact information in the 2019-20 FCS Safety Plan?

12. Director's Update—Peter Sagebiel

- Enrollment
- New Hires
- Back-to-School Celebrations
- Classified Team Building
- Truckee Team Building
- Other

13. Future Agenda Items

- One-Time Spending Funds (Peter and Meshawn)
- Student Achievement (as needed)
- Foundation Report (as needed)

- Action Plan Update (as needed)
- SB740
- Charter Council Meeting New Format
- Employee Handbook

14. Information: Reminder of Future Meetings

2019: 9/17, 10/15, 11/5, 12/10**

2020: 1/14, 2/4, 3/10, 4/21, 5/18*, 5/19**, 6/2**

***Special Meeting **Budget Meeting**

15. Action: Adjourn

Forest Charter School

Monthly Charter Council Meeting Minutes – May 21, 2019

5:30 p.m. Regular Session
470 Searls Avenue
Room 7, Sequoia
Nevada City, CA 95959

Council Members:

Dan Thiem, Chair
Karen Fruchtenicht, Parent Representative
Shelly Rose, Parent Representative
Jennifer Sheffo, Parent Representative
Jean Watson, Parent Representative
Tita Fowler, Secretary

Minutes

Present: Dan Thiem, Peter Sagebiel, Debbie Carter, Tita Fowler, Karen Fruchtenicht, B.J. Hatcher, Jennifer Sheffo, Meshawn Simmons, Paul Simoes, Dave Stanger, Jean Watson

Absent: Shelly Rose

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

Back in Session: 6:10 pm

No action taken. Nothing to report.

4. Information/Action: A, B, C, and D may be considered for Consent Agenda—Debbie Carter

The May 21, 2019 Charter Council Agenda, April 23, 2019 and May 20, 2019 Meeting Minutes, New Contracts and Warrants were presented for approval.

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

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

Nays: None

Discussion/Information Items:

5. Discussion: Other

None.

6. Information: Political Update—Peter Sagebiel

Peter discussed the current charter school political climate with the Council and discussed the plan to renew the FCS Charter with the support of the County Superintendent. The Council will vote on renewal during the June Charter Council meeting.

7. Information: Upcoming Charter Council Elections—Dan Thiem

Peter updated the Council on the Charter Council elections. Shelly Rose and Karen Fruchtenicht are both renewing terms as FCS Charter Council Parent Representatives.

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

BJ provided the Council with information on CAASPP participation. Participation has increased consistently over the past three years. We will get official participation rates in the fall.

9. Information: FCS 2017-2018 Taxes—Debbie Carter

Debbie presented the FCS 2017-2018 Taxes.

10. Discussion: 2018-19 Budget and Cash Flow—Debbie Carter

Debbie reviewed the 2018-19 Cash Flow, ADA Board report and Budget items to the Council as well as discussed what reports the Council would like to see updated each meeting. The Council would like to see overall end balances. In the future the Council would like to continue with Cash Flow, as well as, a Budget Report.

11. Discussion: FCS 2019-20 Employee Health Benefits—Debbie Carter

Debbie discussed the 2019-20 changes to the Employee Health Benefits which saw a decrease of around 10%.

Action Items:

12. Action: FCS 2019-20 Charter Council Meeting Calendar—Peter Sagebiel

The FCS 2019-20 Charter Council Meeting Calendar was presented to the Council. Meetings will continue with the current format and time until January 2020 when new requirements go into effect. Process will be revisited in October.

Jean Walston made a motion to approve the FCS 2019-20 Charter Council Meeting Calendar with the amended time of 5:30 pm. Karen Fruchtenicht seconded.

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

13. Action: Forest Charter School 2019 LCAP—Peter Sagebiel, Debbie Carter

Peter reviewed the Forest Charter School 2019 LCAP with that Council.

Jean Watson made a motion to approve the Forest Charter School 2019 LCAP. Jennifer Sheffo seconded.

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

14. Action: 2019-20 FCS Salary Schedules—Debbie Carter

Debbie presented the 2019-20 FCS Classified and Supplemental Salary Schedules to the Council.

Karen Fruchtenicht made a motion to approve the 2019-20 FCS Classified and Supplemental Salary Schedules. Jean Watson seconded.

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

15. Action: FCS Supervising Teacher Job Description—Peter Sagebiel

Peter presented the FCS Supervising Teacher Job Description to the Council with changes to reflect verbiage in the LCAP, as well as, state changes and requirements.

Karen Fruchtenicht made a motion to approve changes to the FCS Supervising Teacher Job Description. Jean Watson seconded.

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

16. Information/Action: 2019-20 FCS Cash Flow and Adopted Budget—Debbie Carter

Debbie presented the 2019-20 FCS Cash Flow, Adopted Budget and Multi-Year Projections which include an increase in instructional budget for home study students.

Jean Watson made a motion to approve the 2019-20 FCS Cash Flow, Adopted Budget and Multi-Year Projections. Jen Sheffo seconded.

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

Nays: None

17. Information/Action: Forest Charter School 2019-2020 Education Protection Account (EPA) —Debbie Carter

Debbie reviewed the Forest Charter School 2019-2020 Education Protection Account (EPA) and Spending Plan where most of the funds are distributed to teacher's salaries and curriculum.

Karen Fruchtenicht made a motion to approve the 2019-2020 Education Protection Account (EPA) and Spending Plan. Jen Sheffo seconded.

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

Nays: None

18. Information: Director's Update—Peter Sagebiel

- **Enrollment:** Enrollment is 743 with high interest in expanding Auburn enrollment.
- **Junior/Senior Prom:** With a break in the weather prom was a success..
- **Graduations:** This year we have added and additional 8th grade graduation (IS) planned in addition to high school.
- **ST Reviews:** ST reviews are complete, goals have been set and all was very positive
- **New Hires:** With three retirements this year we have hired two teachers and one admin
- **Other:** Governor's budget was interesting but confirmation was received and more information was provided on the new laws.

19. Information: Future Agenda Items

- One-Time Spending Funds (Peter and Debbie)
- Student Achievement (as needed)
- Foundation Report (as needed)
- Action Plan Update (as needed)
- SB740
- Update on AB1871: Free and Reduced Meals (Debbie)
- FCS 2017 Taxes (Debbie)
- 19/20 Job Descriptions
- 19/20 FCS Health Benefits
- 19/20 Supplemental Salary Schedule

20. Information: Reminder of Future Meetings

Dates for the 2018/2019 Charter Council meetings were set as follows:

2018/2019: 5/20*, 5/21**, 6/4

***Special Meeting**

****Budget Meeting**

21. Action: Adjourn at 7:22 p.m.

Respectfully submitted:

Tita Fowler, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Forest Charter School

Monthly Charter Council Meeting Minutes – June 6, 2019

5:30 p.m. Regular Session
470 Searls Avenue
Room 7, Sequoia
Nevada City, CA 95959

Council Members:

Dan Thiem, Chair
Karen Fruchtenicht, Parent Representative
Shelly Rose, Parent Representative
Jennifer Sheffo, Parent Representative
Jean Watson, Parent Representative
Tita Fowler, Secretary

Minutes

Present: Dan Thiem, Peter Sagebiel, Tita Fowler, Karen Fruchtenicht, B.J. Hatcher, Jennifer Sheffo, Meshawn Simmons, Paul Simoes, Alex Torres

Absent: Jean Watson

1. Call to Order: 5:30 pm

2. Pledge of Allegiance

Discussion/Information Items:

3. Discussion: Other

None.

4. Discussion: Chromebook Replacement Plan—Peter Sagebiel

Peter discussed the school's plan for replacing Chromebooks. Peter explained that all FCS Chromebooks will be replaced on a 5-year rotation (i.e. every five years). This will result in a large purchase every five years. Annual reserves will be held to prepare for this larger purchase. Exceptions will be made for newer chromebooks on a case by case basis.

Action Items:

5. Action: Charter Renewal—Peter Sagebiel

Peter presented the FCS Charter Council Renewal to the Council which is being reviewed by the Nevada County Office of Education and will go to vote on 6/26/19.

Jennifer Sheffo made a motion to approve the 2019-2024 FCS Charter Renewal. Shelly Rose seconded.

Ayes: Karen Fruchtenicht, Shelly Rose, Jennifer Sheffo, Dan Thiem

Nays: None

6. Information: Reminder of Future Meetings

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

2019: 8/27, 9/17, 10/15, 11/5**, 12/10

2020: 1/14, 2/4**, 3/10, 4/21, 5/18*, 5/19**, 6/2

***Special Meeting**

****Budget Meeting**

7. Action: Adjourn at 5:44 p.m.

Respectfully submitted:

Tita Fowler, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Contracts to be approved: (August 2019)

At-Will:

Aldrich, Sarah	\$4518.75	Block Class Instructor
Anderson, Tyler	\$3793.53	Block Class Instructor
Buck, Terry	\$7531.25	Block Class Instructor
Casey, Kirsten	\$3012.50	Block Class Instructor
Flam, Eric	\$21,522.05	Block Class Instructor
Frazer, Shawnna	\$3012.50	Block Class Instructor
Gilbert, Paulette	\$4518.75	Block Class Instructor
Herman, Brook	\$6322.55	Block Class Instructor
Kelley, Emily	\$1506.25	Block Class Instructor
Marks, Beverly	\$3229.09	Block Class Instructor
Marks, Juli	\$3012.50	Block Class Instructor
McAlindin, Sean	\$12,913.23	Block Class Instructor
Merkley, Tori	\$3012.50	Block Class Instructor
Ojeda-Chatigny, Kaleen	\$6025.00	Block Class Instructor
Pelzman, Michele	\$4035.27	Block Class Instructor
Sagebiel, Kim	\$4304.41	Block Class Instructor
Sagebiel, Kim	\$3229.09	Block Class Instructor
Ward, Ariana	\$3793.53	Block Class Instructor
Wey, Denise	\$6458.18	Block Class Instructor
Wey, Denise	\$6025.00	Block Class Instructor

Stipends:

Anthney, Dawn	\$1500.00	Block Class Instructor
Anthney, Dawn	\$4304.41	Block Class Instructor (x2)
Binley, Brook	\$1506.25	Block Class Instructor (x2)
Borel, Jen	\$3000.00	Block Class Instructor
Buck, Heather	\$4304.41	Block Class Instructor
Buck, Heather	\$3000.00	Block Class Instructor
Eggers, Janice	\$3229.09	Block Class Instructor
Flam, Eric	\$6000.00	Block Class Instructor
Goldbeck, Emma	\$3767.19	Block Class Instructor
Goldbeck, Emma	\$3000.00	Block Class Instructor
Hatcher, B.J.	\$4304.41	Block Class Instructor
Hiestand, Valerie	\$3229.09	Block Class Instructor
Hurley, Dan	\$3229.09	Block Class Instructor (x2)
Katz, Linda	\$1506.25	Block Class Instructor (x2)
Knott, Bethany	\$4304.41	Block Class Instructor (x2)
Manuola, Colleen	\$1500.00	Block Class Instructor
Manuola, Colleen	\$4304.41	Block Class Instructor (x4)
Markson, Nancy	\$4304.41	Block Class Instructor (x2)
Miller, Josh	\$3229.09	Block Class Instructor
Naszady, Joan	\$1506.25	Block Class Instructor (x3)
Naszady, Joan	\$4304.41	Block Class Instructor (x2)
Pagliaro, Bria	\$4304.41	Block Class Instructor
Quine, Geoff	\$4304.41	Block Class Instructor (x2)
Quine, Sarah	\$4304.41	Block Class Instructor
Simoes, Paul	\$4304.41	Block Class Instructor

Torres, Alex	\$4304.41	Block Class Instructor
Woods, Amy	\$4304.41	Block Class Instructor

Hourly:

Anderson, Tyler	\$7480.89	Supervised Activities
Best, Lorie	\$8245.66	Supervised Activities
Dixon, Erin	\$9445.86	Supervised Activities
Dixon, Erin	\$18,177.60	Office Support
Dixon, Erin	\$238.24	Supervised Activities
Gautney, Laurie	\$1980.00	Supervised Activities
Marks, Juli	\$4089.96	Supervised Activities
Marks, Juli	\$8461.24	Supervised Activities
Ojeda-Chatigny, Kaleen	\$3982.50	Supervised Activities
Trent, Laura	\$874.80	Enrichment Instruction

Checks Dated 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-463603	04/26/2019	AT&T	81-5930		176.76
19-463604	04/26/2019	B & H PHOTO VIDEO	81-4300	172.32	
			Unpaid Tax	13.32-	159.00
19-463605	04/26/2019	CALTRONICS BUSINESS SYSTEMS	81-4300		12.00
19-463606	04/26/2019	COMCAST	81-5930		765.71
19-463607	04/26/2019	LEARNING WITHOUT TEARS	81-4300		149.04
19-463608	04/26/2019	MARKS, JULI E	81-4300		9.55
19-463609	04/26/2019	MCGRAW-HILL EDUCATION INC	81-4300		106.58
19-463610	04/26/2019	MINDWARE	81-4300	150.31	
			Unpaid Tax	11.62-	138.69
19-463611	04/26/2019	OFFICE DEPOT	81-4300		152.25
19-463612	04/26/2019	PACIFIC GAS & ELECTRIC COMPANY	81-5510	776.94	
			81-5520	1,126.41	1,903.35
19-463613	04/26/2019	SINGAPORE MATH INC	81-4300		47.47
19-463614	04/26/2019	STUDIES WEEKLY	81-4300		64.92
19-463615	04/26/2019	TEAMWORK EQUINE SERVICES	81-5800		220.00
19-463616	04/26/2019	TIME4LEARNING-TIME4WRITING	81-5800		139.65
19-463617	04/26/2019	WARD, ARIANA L	81-4300		33.50
19-464017	05/03/2019	B & C ACE HOME CENTER	81-4300		88.04
19-464018	05/03/2019	BRUCE MAIRS	81-5800		1,001.06
19-464019	05/03/2019	CALTRONICS BUSINESS SYSTEMS	81-5600		81.95
19-464020	05/03/2019	CHERYL LYNN ALLEN	81-5800		960.00
19-464021	05/03/2019	DE LAGE LANDEN FINCL SRV INC	81-5600		1,200.29
19-464022	05/03/2019	E-Z WAY DRIVING SCHOOL	81-5800		200.00
19-464023	05/03/2019	JOSEPH C DAY DBA NEVADA CITY SELF STORAGE	81-5600		1,065.00
19-464024	05/03/2019	JULIE LANGSTON	81-5800		315.00
19-464025	05/03/2019	KARLA A RAUBITSCHK ONE II ONE MATH TUTORING	81-5800		253.75
19-464026	05/03/2019	NEVADA COUNTY CHARTER SERVICES AUTHORITY <i>-special ed</i>	81-5100	66,984.79	
			81-7142	12,825.59	79,810.38 ✓
19-464027	05/03/2019	OFFICE DEPOT	81-4300		182.06
19-464028	05/03/2019	PACIFIC GAS & ELECTRIC COMPANY	81-5510	62.17	
			81-5520	40.26	102.43
19-464029	05/03/2019	PAMELA K HARROLD PAMELOT A SCHOOL OF DANCE	81-5800		300.00
19-464030	05/03/2019	PIONEER COMMERCE CENTER	81-5600		1,270.48
19-464031	05/03/2019	QUALITY SCIENCE LABS LLC	81-4300	179.07	
			Unpaid Tax	13.84-	165.23
19-464032	05/03/2019	ROSEVILLE GOLFLAND SUNSPLASH	81-5871		700.00
19-464033	05/03/2019	ROSEVILLE GOLFLAND SUNSPLASH	81-5871		420.00
19-464034	05/03/2019	RYAN HANSEN	81-5800		455.00
19-464035	05/03/2019	SOUTHWEST GAS CORPORATION	81-5510		222.20

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 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-464036	05/03/2019	STAPLES ADVANTAGE	81-4300		141.10
19-464037	05/03/2019	YOUNG MINNEY CORR LLP	81-5802		2,758.47 ✓
19-464411	05/10/2019	ADAMS, MELINDA D	81-5210		131.08
19-464412	05/10/2019	AUBURN GYMNASTICS CENTER	81-5800		240.00
19-464413	05/10/2019	CALTRONICS BUSINESS SYSTEMS	81-4300		118.13
19-464414	05/10/2019	CLEVER MINDS	81-5800		1,375.00
19-464415	05/10/2019	COOLERZONE	81-5540		480.00
19-464416	05/10/2019	FOREST CHARTER SCHOOL REVOLVING CASH ACCOUNT	81-5800		90.00
19-464417	05/10/2019	GOLD COUNTRY GYMNASTICS	81-5800		166.50
19-464418	05/10/2019	GRASS VALLEY CROSSFIT	81-5800		55.00
19-464419	05/10/2019	KASSANDRA BREWER	81-5800		205.00
19-464420	05/10/2019	KATIE BRYNN TOUSSAINT	81-5800		120.00
19-464421	05/10/2019	KIWICO INC	81-4300		162.51
19-464422	05/10/2019	MATH U SEE INC.	81-4300		67.43
19-464423	05/10/2019	NEVADA CITY BALLET ACADEMY	81-5800		353.00
19-464424	05/10/2019	NEWCASTLE TUTORING	81-5800		1,081.00
19-464425	05/10/2019	REBEKAH HOOD-SAVA	81-5800		390.00
19-464426	05/10/2019	ROSA HENSEL	81-5800		332.00
19-464427	05/10/2019	SEAN BIANCO	81-5800		240.00
19-464428	05/10/2019	SIERRA CINEMAS INC.	81-5801		2,800.00
19-464429	05/10/2019	SINGAPORE MATH INC	81-4300		93.65
19-464430	05/10/2019	THE CLEANING SOLUTION	81-5800		2,157.50
19-464431	05/10/2019	US BANK CORPORATE PAYMENT SYS	81-4300	6,535.90	
			81-5600	637.00	
			81-5800	771.43	
			81-5840	103.50	
			81-5871	204.00	
			81-5920	38.60	
			Unpaid Tax	169.83-	8,120.60
19-464432	05/10/2019	US BANK CORPORATE PAYMENT SYS	81-5210	30.00	
			81-5920	13.70	43.70
19-464433	05/10/2019	WAVE	81-5930		182.49
19-464876	05/17/2019	ALPENGLOW CLEANING INC	81-5800		1,200.00
19-464877	05/17/2019	AT&T	81-5930		64.25
19-464878	05/17/2019	B & C ACE HOME CENTER	81-4300		16.18
19-464879	05/17/2019	BEFORE THE MOVIE INC	81-5801		179.00
19-464880	05/17/2019	BYU CONTINUING EDUCATION	81-5800		754.00
19-464881	05/17/2019	CALIFORNIA CHARTER SCHOOLS <i>1920 membership</i> ASSOCIATION	81-5300		7,310.00 ✓
19-464882	05/17/2019	CALTRONICS BUSINESS SYSTEMS	81-4300		12.00
19-464883	05/17/2019	CHARLOTTE TURNER MUSIC STUDIO	81-5800		35.38
19-464884	05/17/2019	CITY OF NEVADA CITY	81-5540	416.42	
			81-5550	173.76	590.18

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.

ESCAPE ONLINE

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Checks Dated 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-464885	05/17/2019	DENISE WEY	81-5800		620.00
19-464886	05/17/2019	GV KENPO FAMILY KARATE	81-5800		300.00
19-464887	05/17/2019	JANA KRUMAL CLASSICAL TUTORIAL	81-5800		677.00
19-464888	05/17/2019	JESSICA SHEER	81-5800		320.00
19-464889	05/17/2019	LAZY DOG CONFECTIONS	81-4300		266.00
19-464890	05/17/2019	LINDA PIETZ	81-5800		450.00
19-464891	05/17/2019	MOSDOS PRESS	81-4300	89.95	
			Unpaid Tax	6.95-	83.00
19-464892	05/17/2019	MULTIPLE MEASURES LLC	81-5800		1,733.00
19-464893	05/17/2019	NEVADA COUNTY FENCING CLUB	81-5800		65.00
19-464894	05/17/2019	NEVADA COUNTY SUPERINTENDENT OF SCHOOLS	81-5850	21,819.00	
			81-5852	90,919.00	112,738.00 ✓
19-464895	05/17/2019	OFFICE DEPOT	81-4300		216.61
19-464896	05/17/2019	PIONEER COMMERCE CENTER	81-5600		1,186.30
19-464897	05/17/2019	RYAN HANSEN	81-5800		455.00
19-464898	05/17/2019	SCHOOL PATHWAYS LLC	81-5806		2,270.70
19-464899	05/17/2019	SEBASTIAN	81-5930		130.75
19-464900	05/17/2019	STAPLES ADVANTAGE	81-4300		96.87
19-464901	05/17/2019	SUDDENLINK COMMUNICATIONS	81-5930		232.45
19-464902	05/17/2019	SUZIE GEMIGNANI	81-5800		585.00
19-464903	05/17/2019	TEAMWORK EQUINE SERVICES	81-5800		390.00
19-464904	05/17/2019	TESSA WHITE BALLET INSTRUCTOR	81-5800		252.00
19-464905	05/17/2019	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER	81-5520	447.16	
			81-5540	91.03	538.19
19-464906	05/17/2019	WASTE MANAGEMENT	81-5570		269.10
19-464907	05/17/2019	YOUNG MINNEY CORR LLP	81-5802		999.08
19-465244	05/24/2019	ANDREA HORNE	81-5800		563.00
19-465245	05/24/2019	AT&T	81-5930		181.11
19-465246	05/24/2019	CALTRONICS BUSINESS SYSTEMS	81-5600		989.61
19-465247	05/24/2019	CANVAS AND KEYS INC	81-5800		660.00
19-465248	05/24/2019	CARRIE BLANCHE MORRIS DBA MASTERPIECE ART ACADEMY	81-5800		2,260.00
19-465249	05/24/2019	CHARTER ALLIANCE ACADEMY	81-5800		1,375.00
19-465250	05/24/2019	CHENOA TAYLOR	81-5800		625.00
19-465251	05/24/2019	CHERYL LYNN ALLEN	81-5800		100.00
19-465252	05/24/2019	CHRISTINA HUCKABY	81-5800		1,425.00
19-465253	05/24/2019	CHRISTINA PATTON	81-5800		709.50
19-465254	05/24/2019	COMCAST	81-5930		765.55
19-465255	05/24/2019	COMMUNICATION TOOLS	81-5800		1,415.00
19-465256	05/24/2019	DE LAGE LANDEN FINCL SRV INC	81-5600		190.28
19-465257	05/24/2019	DELHEZ, JANNE M	81-5210		42.92
19-465258	05/24/2019	DESLER, EMILY	81-4300		46.39
19-465259	05/24/2019	DURHAM SCHOOL SERVICES	81-5871		2,767.13

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Checks Dated 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-465260	05/24/2019	ELIZABETH BROWN	81-5800		1,565.00
19-465261	05/24/2019	FOOTHILL INSTRUCTIONAL SRVCS	81-5800		450.00
19-465262	05/24/2019	FOWLER, TERESITA R	81-5210		134.98
19-465263	05/24/2019	FULL STEAM AHEAD CLASSES	81-5800		1,890.00
19-465264	05/24/2019	GLORIA M GONZALEZ	81-5800		100.00
19-465265	05/24/2019	GOLD COUNTRY KUK SOOL WON	81-5800		2,310.00
19-465266	05/24/2019	JOHN B HULSEBUS	81-5800		911.00
19-465267	05/24/2019	JUSTINE LEYBA'S HOUSE CLEANING	81-5800		695.00
19-465268	05/24/2019	KARLA A RAUBITSCHK ONE II ONE MATH TUTORING	81-5800		490.00
19-465269	05/24/2019	LYNNE CROFT MUSIC STUDIO	81-5800		720.00
19-465270	05/24/2019	MASTERS COURT TRUST	81-5600		923.50
19-465271	05/24/2019	NEVADA CITY SCHOOL DISTRICT	81-5600		13,541.63 ✓
19-465272	05/24/2019	NEVADA COUNTY CHARTER SERVICES AUTHORITY <i>Special ed</i>	81-5100	66,984.79	
19-465273	05/24/2019	OFFICE DEPOT	81-7142	12,825.59	79,810.38 ✓
19-465274	05/24/2019	PACIFIC GAS & ELECTRIC COMPANY	81-4300		62.37
			81-5520	986.68	
			81-5570	77.62	1,064.30
19-465275	05/24/2019	PIONEER COMMERCE CENTER	81-5600		13,614.61 ✓
19-465276	05/24/2019	RACHEL REHRER	81-5800		412.50
19-465277	05/24/2019	RAINBOW RESOURCE CENTER	81-4300	578.99	
			Unpaid Tax	44.74-	534.25
19-465278	05/24/2019	REBEKAH HOOD-SAVA	81-5800		260.00
19-465279	05/24/2019	SAGEBIEL, KIM A	81-8699		43.64
19-465280	05/24/2019	STATE OF CALIFORNIA/DOJ DEPT OF JUSTICE/CASHIER UNIT	81-5840		49.00
19-465281	05/24/2019	TAMARA D GRAY	81-5800		750.00
19-465282	05/24/2019	TESSA WHITE BALLET INSTRUCTOR	81-5800		227.00
19-465283	05/24/2019	THE RIDGE GC LLC	81-5800		160.00
19-465284	05/24/2019	WIESER EDUCATIONAL	81-4300		127.48
19-465285	05/24/2019	YP LLC	81-5801		39.00
19-465584	05/31/2019	AUBURN SKI CLUB	81-5800		400.00
19-465585	05/31/2019	BREANNE RICE	81-5800		140.00
19-465586	05/31/2019	BRUCE MAIRS	81-5800		1,042.50
19-465587	05/31/2019	CALTRONICS BUSINESS SYSTEMS	81-4300	131.01	
			81-5600	82.94	213.95
19-465588	05/31/2019	CINDY VOIGT	81-5800		900.00
19-465589	05/31/2019	CLEVER MINDS	81-5800		1,800.00
19-465590	05/31/2019	COMMUNICATION TOOLS	81-5800		33.00
19-465591	05/31/2019	EZ WAY DRIVING SCHOOL	81-5800		800.00
19-465592	05/31/2019	GOLD COUNTRY GYMNASTICS	81-5800		141.50
19-465593	05/31/2019	GRASS VALLEY DRIVING SCHOOL	81-5800		800.00
19-465594	05/31/2019	GV KENPO FAMILY KARATE	81-5800		220.00

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Checks Dated 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-465595	05/31/2019	HANDS IN MOTION	81-5800		575.00
19-465596	05/31/2019	JENNY THOMPSON PIANO AND VOICE INSTRUCTION	81-5800		575.00
19-465597	05/31/2019	JULIE LANGSTON	81-5800		255.00
19-465598	05/31/2019	KARLA A RAUBITSCHEK ONE II ONE MATH TUTORING	81-5800		315.00
19-465599	05/31/2019	LARA MCCAY PERROW	81-5800		1,215.00
19-465600	05/31/2019	NICOLE C TOPPEL	81-5800		100.00
19-465601	05/31/2019	PACIFIC GAS & ELECTRIC COMPANY	81-5510	20.99	
			81-5520	50.13	71.12
19-465602	05/31/2019	RAINBOW RESOURCE CENTER	81-4300	14.20	
			Unpaid Tax	1.10-	13.10
19-465603	05/31/2019	ROSA HENSEL	81-5800		332.00
19-465604	05/31/2019	SCINTO GRAZIANO LLP	81-5800		1,360.00
19-465605	05/31/2019	SOUTH YUBA CLUB INC	81-5800		120.00
19-465606	05/31/2019	SOUTHWEST GAS CORPORATION	81-5510		113.17
19-465607	05/31/2019	THEOS ELECTRIC INC	81-5800		182.47
19-466017	06/07/2019	ANGELA R EMMANS	81-5800		998.50
19-466018	06/07/2019	AUBURN GYMNASISTICS CENTER	81-5800		240.00
19-466019	06/07/2019	B & C ACE HOME CENTER	81-4300		35.61
19-466020	06/07/2019	CAITLYN MARIE CAMACHO	81-5800		90.00
19-466021	06/07/2019	CALTRONICS BUSINESS SYSTEMS	81-4300		130.13
19-466022	06/07/2019	CARRIE A CUMMINS	81-5800		188.00
19-466023	06/07/2019	CENTER STAGE DANCE STUDIO	81-5800		745.00
19-466024	06/07/2019	CLEVER MINDS	81-5800		150.00
19-466025	06/07/2019	DE LAGE LANDEN FINCL SRV INC	81-5600		1,200.29
19-466026	06/07/2019	DEBRA LEFEBURE KING	81-5800		1,512.00
19-466027	06/07/2019	EZ WAY DRIVING SCHOOL	81-5800		1,375.00
19-466028	06/07/2019	FOREST CHARTER SCHOOL REVOLVING CASH ACCOUNT	81-5800		45.00
19-466029	06/07/2019	GRASS VALLEY AIKIKAI	81-5800		60.00
19-466030	06/07/2019	HAFDIS TRAUSTADOTTIS	81-5800		420.00
19-466031	06/07/2019	HEALING PASTURES INC	81-5800		960.00
19-466032	06/07/2019	JENNIFER A FLETCHER	81-5800		900.00
19-466033	06/07/2019	JENNIFER SMTIH THE SMITH STUDIO	81-5800		1,200.00
19-466034	06/07/2019	JUANITA Q MCCREERY	81-5800		245.00
19-466035	06/07/2019	JUSTINE LEYBA'S HOUSE CLEANING	81-5800		521.25
19-466036	06/07/2019	KAITLYN BRENNAN	81-5800		895.00
19-466037	06/07/2019	KARLA A RAUBITSCHEK ONE II ONE MATH TUTORING	81-5800		306.25
19-466038	06/07/2019	LOSEE, WENDY J	81-4300		27.98
19-466039	06/07/2019	MARKS, JULI E	81-4300		15.16
19-466040	06/07/2019	MASTERS COURT TRUST	81-5600		14.25
19-466041	06/07/2019	OFFICE DEPOT	81-4300		63.11

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Checks Dated 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-466042	06/07/2019	R&B COMMUNICATIONS	81-5800		395.00
19-466043	06/07/2019	SAMANTHA MILO CAVALLO STABLES LLC	81-5800		600.00
19-466044	06/07/2019	SEAN BIANCO	81-5800		240.00
19-466045	06/07/2019	SIERRA DANCE INSTITUTE	81-5800		806.00
19-466046	06/07/2019	SNCC/GOLD CRUSH	81-5800		90.00
19-466047	06/07/2019	STEWART SHIP	81-5800		766.72
19-466048	06/07/2019	TEAMWORK EQUINE SERVICES	81-5800		585.00
19-466049	06/07/2019	US BANK CORPORATE PAYMENT SYS	81-4300	906.81	
			81-5210	797.00	
			81-5510	986.71	
			81-5520	1,142.61	
			81-5600	275.00	
			81-5800	72.93	
			81-5801	101.72	
			81-5871	655.50	
			81-5920	51.65	
			Unpaid Tax	38.99-	4,950.94
19-466050	06/07/2019	US BANK CORPORATE PAYMENT SYS	81-4300	150.58	
			81-5210	16.00	
			81-5920	20.55	187.13
19-466051	06/07/2019	WAVE	81-5930		182.49
19-466475	06/14/2019	AT&T	81-5930		64.25
19-466476	06/14/2019	B & C ACE HOME CENTER	81-4300		74.65
19-466477	06/14/2019	BEFORE THE MOVIE INC	81-5801		179.00
19-466478	06/14/2019	CALTRONICS BUSINESS SYSTEMS	81-4300		12.00
19-466479	06/14/2019	DEBRA A DAWSON	81-5800		160.00
19-466480	06/14/2019	EZ WAY DRIVING SCHOOL	81-5800		200.00
19-466481	06/14/2019	FELICIA S TRACY EMIGRANT SPRINGS HORSEMANSHIP	81-5800		2,100.00
19-466482	06/14/2019	JANICE EGGERS	81-4300		110.45
19-466483	06/14/2019	JENNIFER SMTIH THE SMITH STUDIO	81-5800		300.00
19-466484	06/14/2019	LAWRENCE GERALD SCHIAVONE	81-5800		1,525.00
19-466485	06/14/2019	MARK KEIM	81-5871		852.29
19-466486	06/14/2019	MATTHEW WHEELER	81-5800		695.00
19-466487	06/14/2019	OFFICE DEPOT	81-4300		89.68
19-466488	06/14/2019	SEBASTIAN	81-5930		137.53
19-466489	06/14/2019	SUZIE GEMIGNANI	81-5800		720.00
19-466490	06/14/2019	SWENJA ZIEGLER DBA TRUCKEE PIANO LESSONS	81-5800		400.00
19-466491	06/14/2019	THE AERIAL LAB LLC	81-5800		200.00
19-466492	06/14/2019	THE CLEANING SOLUTION	81-5800		2,157.50
19-466493	06/14/2019	THE RIDGE GC LLC	81-5800		80.00
19-466494	06/14/2019	WASTE MANAGEMENT	81-5570		519.80

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Checks Dated 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-466495	06/14/2019	WAXIE SANITARY SUPPLY	81-4300		388.65
19-466496	06/14/2019	YOUNG MINNEY CORR LLP	81-5802		3,494.57 ✓
19-467005	06/21/2019	4 ELEMENTS EARTH EDUCATION INC	81-5800		660.00
19-467006	06/21/2019	ALPENGLOW CLEANING INC	81-5800		2,560.00
19-467007	06/21/2019	AT&T	81-5930		178.62
19-467008	06/21/2019	AUBURN SKI CLUB	81-5800		400.00
19-467009	06/21/2019	CALTRONICS BUSINESS SYSTEMS	81-4300	214.58	
			81-5800	309.12	523.70
19-467010	06/21/2019	COMCAST	81-5930		765.55
19-467011	06/21/2019	DE LAGE LANDEN FINCL SRV INC	81-5600		190.28
19-467012	06/21/2019	HOUSE OF PRINT AND COPY LLC	81-5800		606.50
19-467013	06/21/2019	JANICE EGGERS	81-4300		140.96
19-467014	06/21/2019	MASTERS COURT TRUST	81-5600		923.50
19-467015	06/21/2019	OFFICE DEPOT	81-4300		637.97
19-467016	06/21/2019	PIONEER COMMERCE CENTER	81-5600		13,614.61 ✓
19-467017	06/21/2019	R&B COMMUNICATIONS	81-5800		395.00
19-467018	06/21/2019	SCHOOL PATHWAYS LLC	81-5806		2,240.00
19-467019	06/21/2019	STAPLES ADVANTAGE	81-4300		28.81
19-467020	06/21/2019	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER	81-5520	470.10	
			81-5540	95.11	565.21
19-467021	06/21/2019	YP LLC	81-5801		39.00
19-467362	06/28/2019	ALISON HARRIS TEACHING	81-5800		650.00
19-467363	06/28/2019	APLUS+ <i>12/20 membership</i>	81-5300		5,500.00 ✓
19-467364	06/28/2019	BRUCE MAIRS	81-5800		1,416.00
19-467365	06/28/2019	CHRISTOPHER WILLIAM GALVIN	81-5800		400.00
19-467366	06/28/2019	COUNTY OF NEVADA DEPT OF INFO AND GENERAL SRVCS	81-5600		1,125.00
19-467367	06/28/2019	FOSTER, HEATHER M	81-4300		26.14
19-467368	06/28/2019	JANA KRUMAL CLASSICAL TUTORIAL	81-5800		42.00
19-467369	06/28/2019	JOSEPH C DAY DBA NEVADA CITY SELF STORAGE	81-5600		1,065.00
19-467370	06/28/2019	JULIE LANGSTON	81-5800		220.00
19-467371	06/28/2019	LEIGH LAW GROUP PC	81-5802		5,500.00 ✓
19-467372	06/28/2019	MARJORIE HARTUNG	81-5800		310.00
19-467373	06/28/2019	MORIA JACQUELINE MCAFEE	81-5800		220.00
19-467374	06/28/2019	MOSDOS PRESS	81-4300	49.64	
			Unpaid Tax	3.84-	45.80
19-467375	06/28/2019	NEVADA CITY SCHOOL DISTRICT	81-5600		13,750.00 ✓
19-467376	06/28/2019	NEVADA COUNTY SUPERINTENDENT OF SCHOOLS <i>BTSA</i>	81-5210		8,000.00 ✓
19-467377	06/28/2019	NWEA NORTHWEST EVALUATION ASSOC.	81-5800		4,937.50 ✓
19-467378	06/28/2019	OFFICE DEPOT	81-4300		143.01
19-467379	06/28/2019	PACIFIC GAS & ELECTRIC COMPANY	81-5510	35.30	

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Checks Dated 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-467379	06/28/2019	PACIFIC GAS & ELECTRIC COMPANY	81-5520	1,348.57	1,383.87
19-467380	06/28/2019	PACIFIC GAS & ELECTRIC COMPANY	81-5510	8.11	
			81-5520	40.38	48.49
19-467381	06/28/2019	PAUL M WAGNER	81-5802		4,734.95 ✓
19-467382	06/28/2019	RAINBOW RESOURCE CENTER	81-4300	12.46	
			Unpaid Tax	.96-	11.50
19-467383	06/28/2019	SECURE RECORD STORAGE INC	81-5800		309.95
19-467384	06/28/2019	SIERRA HARVEST	81-5800		132.00
19-467385	06/28/2019	SNCC/GOLD CRUSH	81-5800		240.00
19-467386	06/28/2019	SOUTHWEST GAS CORPORATION	81-5510		115.65
19-467387	06/28/2019	STATE OF CALIFORNIA/DOJ DEPT OF JUSTICE/CASHIER UNIT	81-5840		32.00
19-467388	06/28/2019	SUDDENLINK COMMUNICATIONS	81-5930		232.45
19-467389	06/28/2019	TERESA OAKES	81-5800		2,568.00 ✓
19-467390	06/28/2019	TERESITA FOWLER	81-5210		32.48
19-467391	06/28/2019	XELLO	81-5800		1,099.00
20-467569	07/05/2019	BLACKBOARD INC	81-5800		1,761.60
20-467570	07/05/2019	DE LAGE LANDEN FINCL SRV INC	81-5600		1,200.29
20-467571	07/05/2019	INSPIRE LEARNING ACADEMY INC	81-5800		4,125.00
20-467572	07/05/2019	NEVADA CITY SCHOOL DISTRICT	81-5800		356.00
20-467573	07/05/2019	NEVADA COUNTY CHARTER SERVICES AUTHORITY <i>Special ed</i>	81-5100	72,753.84	
			81-7142	6,801.02	79,554.86 ✓
20-467574	07/05/2019	PARENTS RESOURCE GUIDE	81-5801		738.00
20-467575	07/05/2019	THE CLEANING SOLUTION	81-5800		2,057.50
20-467576	07/05/2019	WAVE	81-5930		182.49
20-467859	07/12/2019	US BANK CORPORATE PAYMENT SYS	81-4300	278.01	
			81-5920	6.85	284.86
20-467860	07/12/2019	US BANK CORPORATE PAYMENT SYS	81-4300	2,184.18	
			81-5600	100.00-	
			81-5800	448.04	
			81-5801	6.98	
			81-5920	242.90	
			Unpaid Tax	91.71-	2,690.39
20-468211	07/19/2019	AT&T	81-5930		64.25
20-468212	07/19/2019	B & C ACE HOME CENTER	81-4300		14.23
20-468213	07/19/2019	BEAM EASY LIVING CENTER	81-5800		120.00
20-468214	07/19/2019	BEFORE THE MOVIE INC	81-5801		179.00
20-468215	07/19/2019	CALTRONICS BUSINESS SYSTEMS	81-4300	12.00	
			81-5600	509.89	521.89
20-468216	07/19/2019	CITY OF NEVADA CITY	81-5540	1,138.72	
			81-5550	173.76	1,312.48
20-468217	07/19/2019	DE LAGE LANDEN FINCL SRV INC	81-5600		389.09

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Checks Dated 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
20-468218	07/19/2019	EDGENUITY INC	81-5800		10,000.00 ✓
20-468219	07/19/2019	EVERGREEN CARPET CARE	81-5800		413.28
20-468220	07/19/2019	KRISSY MILLER KRISSY MILLER PIANO	81-5800		300.00
20-468221	07/19/2019	LEGENDS OF LEARNING	81-5800		360.00
20-468222	07/19/2019	OFFICE DEPOT	81-4300		847.87
20-468223	07/19/2019	PIONEER COMMERCE CENTER	81-5600		261.46
20-468224	07/19/2019	SCHOOL PATHWAYS LLC	81-5806		2,368.80
20-468225	07/19/2019	SEBASTIAN	81-5930		134.91
20-468226	07/19/2019	STATE OF CALIFORNIA/DOJ DEPT OF JUSTICE/CASHIER UNIT	81-5840		64.00
20-468227	07/19/2019	SUDDENLINK COMMUNICATIONS	81-5930		232.45
20-468228	07/19/2019	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER	81-5520	363.04	
			81-5540	83.47	446.51
20-468229	07/19/2019	WASTE MANAGEMENT	81-5570		273.49
20-468469	07/26/2019	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION	81-9508		2,864.73
20-468491	07/26/2019	ALPENGLOW CLEANING INC	81-5800		560.00
20-468492	07/26/2019	AT&T	81-5930		178.38
20-468493	07/26/2019	B & C ACE HOME CENTER	81-4300		17.57
20-468494	07/26/2019	BRUCE MAIRS	81-5800		1,260.00
20-468495	07/26/2019	HAFDIS TRAUSTADOTTIS	81-5800		570.00
20-468496	07/26/2019	HOUSE OF PRINT AND COPY LLC	81-5800		63.47
20-468497	07/26/2019	MASTERS COURT TRUST	81-5600		923.50
20-468498	07/26/2019	NEVADA CITY SCHOOL DISTRICT	81-5600		13,750.00 ✓
20-468499	07/26/2019	PACIFIC GAS & ELECTRIC COMPANY	81-5510	36.19	
			81-5520	1,382.60	1,418.79
20-468500	07/26/2019	PACIFIC GAS & ELECTRIC COMPANY	81-5510	8.11	
			81-5520	36.10	44.21
20-468501	07/26/2019	PIONEER COMMERCE CENTER	81-5600		13,614.61 ✓
20-468502	07/26/2019	R&B COMMUNICATIONS	81-5800		395.00
20-468503	07/26/2019	REED'S LOCKS INC	81-4300		21.70
20-468504	07/26/2019	SPD SAW SHOP INC	81-4400		2,059.07
20-468505	07/26/2019	YOUNG MINNEY CORR LLP	81-5802		498.00
20-468506	07/26/2019	YP LLC	81-5801		39.00
Total Number of Checks			307		660,423.89

Fund Recap

Fund	Description	Check Count	Expensed Amount
81	FOREST CHARTER SCHOOL	307	660,820.79

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 04/20/2019 through 07/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
		Total Number of Checks	307	660,820.79	
		Less Unpaid Tax Liability		396.90-	
		Net (Check Amount)		<u>660,423.89</u>	

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Forest Charter School

2019-20 LCAP OVERVIEW

Local Control Funding Formula (LCFF)



8 State Priorities

1. Basic Services
2. Academic Standards
3. Parent Involvement
4. Student Achievement
5. Student Engagement
6. School Climate
7. Course Access
8. Other Outcomes

California's Local Control Funding Formula (LCFF) provides Base, Supplemental, and Concentration (S&C) funding to school districts. S&C funds are the only funds targeted to improve student outcomes for all students - especially for English learner, foster youth, and low income students.

The Local Control Accountability Plan (LCAP) shows how these funds will improve student outcomes and performance for all students – especially English learners, low-income students, and foster youth.

Local Control Accountability Plan (LCAP)

2019-20 Total LCFF Funding



\$379,614

\$5,848,969

Base S & C

OVERVIEW



Communities Served: Nevada County and contiguous counties



706 Students



4 Learning Center Sites Schools



36 Full- and Part-time Staff

Student Ethnicity

American Indian	2.12%
Pacific Islander	0.57%
Vietnamese	0.10%
African American	1.27%
Asian	1.84%
Asian Indian	1.60%
Chinese	0.10%
Japanese	0.30%
Filipino	0.10%
Hawaiian	0.60%
Hispanic/Latino	5.90%
Mexican America	0.40%
Salvadoran	0.10%

2019-20 LCAP AT-A-GLANCE



2 LCAP Goals



25 LCAP Actions & Services



25 LCAP Measures



6,361,395 LCAP Budget

LCAP Goals

- 1 The Percentage of students who demonstrate grade-level proficiency in ELA (literacy and writing) and math will increase annually.
- 2 Forest Charter School will maintain it's positive school climate.

Funding for LCAP Goals

Goal 1 is supported by \$5,389,908.00 in total funding

Goal 2 is supported by \$38,182.00 in total funding

Supplementary & Concentration Funding by LCAP Goal

White	85.91%
Multiracial	0.00%
Other	0.00%

Student Groups

0.1%	40.5%	0.9%
English Learners	Low Income	Foster Youth

Unduplicated Students: students who are English learners, low income, and/or foster youth

NEW 2019-20 BUDGET ONE PAGERS



One page summaries are included this year in Appendix C of the LCAP packet.

These summaries show all the funding that supports LCAP Goals including: 1) LCFF Base (for all students), 2) LCFF Supplementary/Concentration (to help high need students), and 3) Restricted Grant Funding (for specific uses).

What is in Forest Charter School's LCAP?

This year's LCAP focuses on two goals:

- Improve student's academic success in math and ELA
- Maintain a positive school culture so students feel safe

In order to support goal number one, Forest Charter School will implement the following actions/services:

- Use benchmark testing to ensure students are at grade level and to identify students who need support.
- Provide intervention support
- Improve student access to technology with Chrome books
- Provide additional funds to support students who qualify as low-income, English learners, or foster youth

In order to support goal number two, Forest Charter School will implement the following actions/services

- Provide professional development for our staff to support students with emotional needs
- Implement social thinking programs that can be integrated into student learning programs
- Maintain a part time mental health counselor

MAJOR CHANGES FOR 2019-20 LCAP

No major changes were made to the LCAP this year. We only made small updates to the data collection as we become more familiar what information we are trying to collect.

LCAP Goal 1:

The Percentage of students who demonstrate grade-level proficiency in ELA (literacy and writing) and math will increase annually.



Goal 1 Budget = \$5,389,908.00

Related State Priorities:

Basic Services

Academic Standards

Parent Involvement

Student Achievement

Course Access

Other Outcomes

a) Provide Highly qualified teachers
b) Provide Professional Development opportunities
c) Provide ELA and math intervention such as SST meetings, tutoring, technology, and intervention curriculum as needed
d) Provide optional support classes (Co-ops, Learning Center classes)
e) College and career advisors
f) Access to an Intervention Specialist and/or SST Coordinator

X All Schools

a) Provide aides, tutoring as needed
b) Provide optional enrichment classes

X All Schools

a) Access to Common Core aligned curriculum and materials
b) Access to Technology - Provide access to technology by making chrome books available to all students in grades 6-12

X All Schools

Students with disabilities participate in general education to the maximum extent

X All Schools

possible. Educational needs are driven by IEP goals for each student. Centralized programs are available for placement of students with severe special needs who require specialized services.	
Provide & maintain safe facilities for learning	<u>X</u> All Schools
DATA ANALYSIS a) Evaluate the effectiveness of our intervention programs and the percent of our students working at or above grade level proficiency. b) Measure growth of students in our intervention program c) Track how students perform when they have attended FCS for three or more years d) Compare benchmark testing/metrics and state testing to measure the percent of students meeting grade level proficiency	<u>X</u> All Schools
a) Continue to use the math benchmark selected by the staff. b) Maintain the system to report students in grades 9-12 working below grade level in math.	<u>X</u> All Schools
Maintain a part-time Intervention Specialist to coordinate efforts to support students not meeting proficiency level in ELA and math	
Additional funds available to support pupils who qualify as low income, English learners, or foster youth. Funds will support things such as tutoring, bus passes, test fees, school supplies, etc.	

LCAP Goal 2: Forest Charter School will maintain it's positive school climate.



Goal 2 Budget = \$38,182.00

Related State Priorities:
Student Engagement
School Climate

Provide professional development that focuses on supporting students social emotional learning/needs and promotes understanding the relationship between mental health and academic success	<u>X</u> All Schools
Implement social thinking programs at our support classes, cooperatives, and for our 100% homeschool/independent study students. .	<u>X</u> All Schools
Maintain and refine safety responsibilities and processes.	<u>X</u> All Schools
Maintain a part time mental health counselor to support student's emotional needs.	<u>X</u> All Schools

LCAP MEASURES



We want to maintain:

- Our strong school culture
- Our low suspension/expulsion rate
- Our overall graduation rate
- Steady increases in our CAASPP scores (math and ELA)



We want to increase:

- The percent of students scoring proficient on the CAASPP in both math and ELA (especially our sub-groups)
- The Graduation rate for our socioeconomically



We want to decrease:

- The number of families opting out of CAASPP Testing

Strong attendance rate	- disadvantaged students and students with disabilities - Increase the percent of student meeting the UC/CSU requirements	
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STAKEHOLDER ENGAGEMENT

Parents are an integral part of the personalized learning process. Each month, the Supervising Teacher meets with the student and family to review work and establish assignments for the upcoming Learning Period. This is also an opportunity for the family to provide feedback about the school. Feedback gained from this format has always impacted the direction of Forest Charter School.

Another avenue for involvement is through the Charter Council which acts as the Parent Advisory Group for the LCAP. The Charter Council, which is made up of FCS parent/guardians, meets on a monthly basis and discusses the LCAP and the relevant issues surrounding our LCAP goals.

Forest Charter School also conducts an annual student, family, and staff survey.

Faculty Council is an advisory council made up of staff members who meet monthly to advise the Executive Director regarding policy and vision for the school. This group also discusses topics/issues directly related to the LCAP.

Regular reports regarding our progress on the LCAP were made at our monthly charter council meetings and LCAP updates were included in the school newsletter.

Forest Charter School presented the LCAP to the parent advisory group (i.e. the Charter Council). FCS also held a public hearing on the LCAP on May 20, 2018 to solicit recommendations and comments from the public. This meeting was posted on our website. The Executive Director responded in writing to any comments. The LCAP was approved by the Charter Council on May 21, 2018.

District LCAP (DLCAP) Parent Committee

The Charter Council (which is comprised of parents with students enrolled in FCS) acts as the Forest Charter School LCAP Parent Advisory Group.



View measures & most up-to-date data on our LCAP Dashboard:

LCFF Evaluation Rubrics: Essential data to support completion of this LCAP. Please analyze the LEA's full data set; specific links to the rubrics are also provided within the template.

K A-G- A-G Course Requirements for College Entrance E AP- Advanced Placement Y API- Academic Performance Index BEST- Building Effective Schools Together CAASPP- California Assessment of Student A Performance and Progress CBO- Community Based Organization C CCSS – Common Core State Standards R CDE- California Department of Education O CELDT - CA English Language Development Test N CHKS - CA Healthy Kids Survey Y CSO- Campus Safety Officer M CSU- California State University S CTE- Career Technical Education	DDI - Data Driven Instruction EAP- Early Assessment Program ELA - English Language Arts EL or ELL - English Language Learner FTE- Full-Time Equivalent FY - Foster Youth IEP- Individualized Education Program K- Kindergarten LCAP- Local Control Accountability Plan LCFF - Local Control Funding Formula LEP- Limited English Proficient LI - Low Income NGSS- Next Generation Science Standards PO- Professional Development PFT - Physical Fitness Test	PI - Program Improvement PSAT - Preliminary Scholastic Assessment Test PTA - Parent Teacher Association S3 - Safe, Supportive Schools Program S&C - Supplementary & Concentration Funds SARC - School Accountability Report Card SAT - Scholastic Assessment Test SBAC - Smarter Balanced Assessment Consortium SRO - School Resource Officer SST- Student Study Team STEM – Science, Technology, Engineering, Math TK -Transitional Kindergarten UC - University of California
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FOREST CHARTER SCHOOL

Date that actuals are posted thru....

07/31/19

CASH FLOW REPORT 2019-20

PROJECTED YEAR BUDGET Descriptions	2019-20	Current or Revised Budget 2019-20	Original Budget 2019-20	July	August	September	October	November	December	January	Total Jul-Jan
Beginning Cash Balance	1,476,549		1,476,549	1,476,549	1,401,437	1,616,184	2,302,602	2,738,660	3,245,105	4,498,055	1,476,549
RECEIPTS											
Prop Tax 8020-8079	0	0	0	0	0	0	0	0	0	0	0
State Aid (Appx 8010-8019	6,065,481	6,065,481	233,643	250,194	715,750	450,349	450,349	715,750	450,349	3,266,385	3,266,385
RL Trf & PERS 8080-8099	791,702	791,702	0	0	0	0	0	395,851	0	395,851	395,851
Total 8010-8099	6,857,183	6,857,183	233,643	250,194	715,750	450,349	450,349	1,111,601	450,349	3,662,236	3,662,236
Federal Revenue 8100-8299	137,600	137,600	0	0	0	0	0	0	34,400	34,400	34,400
Other State Re 8300-8599	626,316	626,316	11,510	8,737	15,726	15,726	56,096	42,482	15,726	166,003	166,003
Other Local Re 8600-8799	56,100	56,100	209	0	0	17,666	0	0	17,666	35,541	35,541
Transfers In 8910-8929	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
Contributions 8980-8999	0	0	0	0	0	0	0	0	0	0	0
TOTAL RECEIPTS	7,677,199	7,677,199	245,362	258,931	731,476	483,741	506,445	1,154,083	518,141	3,898,180	3,898,180
DISBURSEMENTS											
Cert Salaries 1000-1999	3,306,340	3,306,340	55,000	296,427	296,427	296,427	296,427	296,427	296,427	1,833,562	1,833,562
Actuals			50,769							50,769	50,769
Classified Sala 2000-2999	736,066	736,066	41,710	61,339	61,339	61,339	61,339	61,339	61,339	409,743	409,743
Actuals			29,068							29,068	29,068
Empl Benefits 3000-3999	1,317,250	1,317,250	63,667	109,771	109,771	109,771	109,771	109,771	109,771	722,292	722,292
Actuals			31,156							31,156	31,156
Supplies 4000-4999	259,974	259,974	21,665	21,665	21,665	21,665	21,665	21,665	21,665	151,652	151,652
Actuals			18							18	18
Services 5000-5999	1,987,416	1,987,416	165,618	165,618	165,618	165,618	165,618	165,618	165,618	1,159,326	1,159,326
Actuals			159,354								
Total Books, : 4000-5999	2,247,390	2,247,390	159,372	0	0	0	0	0	0	18	18
Capital Outlays 6000-6999	0	0	0	0	0	0	0	0	0	0	0
Other Outgo 7000-7399	89,813	89,813	6,801	0	0	0	0	0	0	6,801	6,801
Trf of Indirect 7300-7399	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
Total 7000-7499	8290	89,813	6,801	0	0	0	0	0	0	6,801	6,801
Interfund Trans 7600-7629	0	0	0	0	0	0	0	0	0	0	0
Financing Used 7630-7699	0	0	0	0	0	0	0	0	0	0	0
Trans 9640	0	0	0	0	0	0	0	0	0	0	0
TOTAL DISBURSEMENTS	7,696,859	7,696,859	277,166	0	0	0	0	0	0	117,812	117,812
CURR YR NET INC/DEC	(19,660)	(19,660)	(31,804)	258,931	731,476	483,741	506,445	1,154,083	518,141	3,780,368	3,780,368



Section: 100

Policy: 002

Revised: **January 20, 2015**

Approved: **August 28, 2018**

Conflict of Interest Policy

Code

Commented [KR1]: The Code is not effective until it is approved by the County Board of Supervisors.

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., the Forest Charter School hereby adopts this Conflict of Interest Code ("Code"), which shall apply to all governing board members and all other designated employees of Forest Charter School ("Charter School"), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Charter School, including governing board members ~~for election and/or appointment to the governing board~~, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be "designated employees." The designated positions are listed in "Exhibit A" attached to this policy and incorporated by reference herein.

Commented [KR2]: The FPPC has recommended deletion of this language as it is not necessary as charter school Board members are not "elected" as a typical government governing Board member.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members ~~for election and/or appointment to the governing board~~, shall file a Statement of Economic Interest ("Statement") at the time and manner prescribed by California Code of Regulations, title 2, section 18730 below, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee's position is assigned in "Exhibit A."

Conflict of Interest Policy

Page 1 of 2

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in "Exhibit B."

Statements Filed With the Charter School. Statements of Economic Interests (Form 700) shall be filed with the Charter school's filing officer. The filing officer shall make and retain a copy and forward the original to the County Board of Supervisors.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Charter School ~~Principal~~ Executive Director, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

Commented [KR3]: Footnote 1 references the ED. Was this intentional?

B. Governing Board Member Designated Employees

~~The Charter School shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the Charter School enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Charter School's directors are directors and have a material financial interest). Governing Board members shall disclose a disqualifying interest at the meeting during which consideration of the decision takes place. This disclosure shall be made part of the Board's official record. The Board member shall refrain from participating in the decision in any way (i.e., the Board member with the disqualifying interest shall refrain from voting on the matter and shall leave the room during Board discussion and when the final vote is taken) and comply with any applicable provisions of the Charter School bylaws.~~

EXHIBIT A

Designated Positions

- I. Persons occupying the following positions are designated employees and must disclose financial interests in all categories defined in "Exhibit B" (i.e., categories 1, 2, and 3).
 - A. Members of the Governing Board and their alternates (if applicable)
 - B. Executive Director of Charter School
 - C. Business Director of Charter School
 - D. Assistant Director of Charter School
 - E. Academic Dean of Charter School
 - F. Consultants/New Positions¹
- II. Persons occupying the following positions are designated employees and must disclose financial interests defined in Category 1 of "Exhibit B."
 - A. Not applicable.
- III. Persons occupying the following positions are designated employees and must disclose financial interests defined in Categories 2 and 3 of "Exhibit B."
 - A. Contractor.

Commented [KR4]: This list should be reviewed to ensure that all positions that make decisions or make participate in the making of decisions that may foreseeable have a material effect on any financial interest. These are typically high-level administrative positions.

¹ Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Charter School Executive Director may determine, in writing, that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Charter School Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location of interest code.

EXHIBIT B

Disclosure Categories

Category 1 Reporting:

- A. Interest in real property which is located in whole or in part either (1) within the boundaries of the District, or (2) within two miles of the boundaries of the District, including any leasehold, beneficial or ownership interests or option to acquire such interest in real property.

(Interests in real property of an individual include a business entity's share of interest in real property of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly, or beneficially, a 10% interest or greater.)

- B. Investments in or income from persons or business entities which are contractors or sub-contractors which are or have been within the previous two-year period engaged in the performance of building construction or design within the District.

- C. Investments in or income from persons or business entities engaged in the acquisition or disposal of real property within the jurisdiction.

(Investment includes any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership interest or other ownership interests.)

(Investments of any individual include a pro rata share of investments of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly or beneficially, a ten percent interest or greater.)

(Investment does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government or government agency.)

Category 2 Reporting:

- A. Investments in or income from business entities which manufacture or sell supplies, books, machinery or equipment of the type utilized by the department for which the designated employee is Manager or Charter School Executive Director. Investments include interests described in Category 1.

Category 3 Reporting:

- A. Investments in or income from business entities which are contractors or sub-contractors engaged in the performance of work or services of the type utilized by the department for which the designated employee is Manager or Charter School Executive Director. Investments include the interests described in Category 1.

FOREST CHARTER SCHOOL
POLICY, AGREEMENT, AND AUTHORIZATION REGARDING REQUEST FOR A
SERVICE ANIMAL ON SCHOOL PREMISES

The Board of Forest Charter School ("FCS") adopts the following policy with regard to service animals on campus.

Service Animal Defined

A service animal is any dog (or miniature horse, as provided herein) that is individually trained to the requirements of the individual with a disability, including, but not limited to, minimal protection work, rescue work, pulling a wheelchair, or fetching dropped items.

Other than miniature horses that meet specific legal criteria, other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this policy.

The work or tasks performed by a service animal must be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.

Inquiries by FCS

FCS may make two (2) inquiries to determine whether an animal qualifies as a service animal:

- Whether the animal is required because of a disability; and
- What work or task the animal has been trained to perform?

FCS will not make either of these inquiries when it is readily apparent that an animal is trained to do work or perform tasks for an individual with a disability (e.g., the dog is observed guiding an individual who is blind or has low vision, pulling a person's wheelchair, or providing assistance with stability or balance to an individual with an observable mobility disability).

Additional Assessment Factors for Miniature Horses

FCS shall consider the following factors for miniature horses:

- The type, size, and weight of the miniature horse and whether the facility can
- accommodate these features;
- Whether the handler has sufficient control of the miniature horse;
- Whether the miniature horse is housebroken; and

- Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

Requirement of Service Animals and their Handlers

- **Identification:** The service dog should wear a harness, cape, identification tag or other gear that readily identifies its working status.
- **Leash:** The service dog must be on a leash at all times.
- **Control:** The handler, including the student if the student is the handler, must be in full control of the service dog at all times.
- **Care of Service Dog:** The care and supervision of a service dog is solely the responsibility of its handler, including a student handler.
- **License and Tags:** All service dogs should be licensed by the appropriate local agency and wear such license and an owner identification tag.
- **Clean Up Rule:** The handler must always carry equipment sufficient to clean up the dog's waste, immediately remove the waste, and be responsible for the proper disposal of the dog's waste.
- **Vaccinations:** The service dog must have a current rabies vaccination.

Commented [SKB1]: The ADA does not require service animals to wear a vest or tag (please see: https://www.ada.gov/regs2010/service_animal_qa.pdf)

Disruptions

FCS staff may ask an individual with a disability to remove a service animal from the premises if—

- The animal is out of control and the animal's handler does not take effective action to control it; or
- The animal is not housebroken.

If FCS properly excludes a service animal, it shall give the individual with a disability the opportunity to participate in the service, program, or activity without having the service animal on the premises.

Other Requirements

- FCS staff must allow a service dog to accompany the handler at all times and everywhere on campus, within school property, except where service animals are specifically prohibited due to health, environmental, or safety hazards.
- FCS staff should direct staff, students, and other persons to refrain from petting, feeding, or deliberately startling a service dog.

Service Animals in Training

To ensure the safety and security of the school community, students, staff, and community members are not allowed to bring service animals in training to FCS property and/or facilities or to participate in FCS-sponsored activities, unless the service animal is being trained for the student, staff or community member's own personal use as an individual with a disability.

False Representation

Any person who knowingly and fraudulently represents himself or herself, through verbal or written notice, to be the owner or trainer of a service animal may be guilty of a misdemeanor punishable by imprisonment up to six months or fine up to \$1000. (Cal. Penal Code §365.7)

Legal References:

28 CFR section 36.104

28 CFR section 35.136 (f)

28 CFR section 35.136 (i)

28 CFR section 35.136 (d) and (e)

28 CFR sections 35.136 (b) and (c) and 36.302

28 CFR section 35.136 (g)

Animals at School for Instructional Purposes

The Board of Education recognizes that animals can be an effective teaching aid. In addition, instruction related to the care and treatment of animals teaches students a sense of responsibility and promotes the humane treatment of living creatures.

Animals may be brought to school, with the written permission of a site administrator, only for *educational purposes* and subject to rules and precautions specified in administrative regulations related to health, safety and sanitation. Teachers shall ensure that these rules and precautions are observed so as to protect both the students and animals.

Other than for educational or special needs assistance purposes, unauthorized animals shall be strictly prohibited from any district site.

The district assumes no liability for the safety of animals voluntarily brought to school.

Animals at School

All Animals brought to school must be:

1. In good physical condition
2. Vaccinated against transmittable diseases
3. In clean, safe and suitable cages or containers or otherwise appropriately restrained

Students bringing animals to school must first obtain the consent of the teacher, the administrator and the parent / guardian.

Individuals with disabilities may be accompanied on school premises and school buses by service animals, including specially trained dogs, signal dogs, or service dogs. (Please see the FCS policy for service animals on campus for more details.)

Students shall not bring poisonous or wild animals to school. If wildlife specimens are used in a biology class, protective gloves and a face shield shall be worn by anyone handling these specimens and the animals' saliva and neurological tissue shall be treated as infectious.

Animals brought to school by students shall be taken home the same day they are brought to school.

With the consent of the administrator or designee, animals may remain at school longer under the following conditions:

1. The animal shall remain in the classroom only for the number of days needed to achieve the educational goal.
2. The teacher shall provide a plan for the proper care, sanitation, feeding and handling

- of the animal.
3. The teacher shall be responsible for the animal's care in the event of any school closure and may allow students to take class pets home over weekends.
 4. The teacher shall be familiar with any potential dangers caused by the animal and shall give special consideration to any students who have allergies to certain animals.

Changes/Updates to the Comprehensive School Safety Plan August 2019

1. Emergency Contact information was updated in the Appendix to the CSSP.
2. Replacement of the Basic Emergency Plan to reflect the new version.