

Forest Charter School

Monthly Charter Council Meeting Minutes – September 17, 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, Katy Baggett, Tita Fowler, Karen Fruchtenicht, B.J. Hatcher, Shelly Rose, Jennifer Sheffo, Meshawn Simmons, Paul Simoes, Dave Stanger, Jean Watson

- 1. Call to Order: 5:31 pm**
- 2. Pledge of Allegiance**
- 3. Information/Action: A, B, C, and D may be considered for Consent Agenda—Debbie Carter**

The September 17, 2019 Charter Council Agenda and August 27, 2019 Meeting Minutes, New Contracts and Warrants were presented for approval.

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

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

Nays: None

Jean Watson arrived at the Truckee Learning Center.

- 4. Discussion: Other**

Inquiry on Forest Charter's interpretation of updated vaccination laws (specifically 276). This item will be added to the next agenda for discussion.

Discussion/Information Items:

5. Information/Discussion: Charter Council New Meeting Format and Times—Peter Sagebiel

Peter discussed the new Charter Council meeting format and times. This will be an ongoing discussion in coming months.

6. Information: Protocol for Sharing Immunization Information and Data—Peter Sagebiel

Peter discussed the protocol for sharing student immunization information and data explaining that CDE and FERPA dictates which items can be shared.

7. Information: Forest Charter School 2019 LCAP Update—Peter Sagebiel

Peter updated the Council on the LCAP including review of the letter and positive feedback from the County Office of Education.

8. Information: Political Update—Peter Sagebiel

Peter updated the Council on the Assembly and Senate bills impacting Charter Schools including AB 1505 and 1507. 1506 has been tabled. It is still unclear the impact these bills will have for Independent Study programs. Focus will be on preparation and compliance for new laws as information becomes more available.

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

B.J. informed the Council he is working on gathering and analyzing data for students who took practice tests vs. those that did not, before taking the CAASPP test to see if students who took that practice tests scored better than those who did not. He is also working to identify student's actual growth or decline using our data analysis system, Multiple Measures. The purpose is to have a better pulse on how students are actually performing and will be used in conjunction with local benchmark (NWEA), CAASPP, and other assessments to identify any decline in performance sooner than later and provide students who are struggling with support.

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

Meshawn reviewed 2019-20 Budget items and Cash Flow with the Council.

Action Items:

11. Action: Election of Charter Council Chair, Vice Chair and Secretary—Peter Sagebiel

The Council re-elected positions of Charter Council Chair and Secretary and elected a new Vice-Chair.

Jean Watson made a motion to nominate Dan Thiem as Chair re-elect and Jen Sheffo seconded. Dan Thiem nominated Karen Fruchtenicht as Vice-Chair. Jen Sheffo made a

motion to elect Karen as Vice-Chair and Shelly Rose seconded. Dan made a motion to re-elect Tita Fowler as Secretary and Jean Watson seconded.

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

Nays: None

12. Action: 2019-20 Forest Charter School Employee Handbook Updates—Meshawn Simmons

- Approval of 2019-20 Forest Charter School Employee Handbook tabled until next meeting as draft was incorrect version.

13. Action: Forest Charter Job Description: Office Assistant—Peter Meshawn Simmons

The Council reviewed the Forest Charter Office Assistant Job Description.

Shelly Rose made a motion to approve the Forest Charter Office Assistant Job Description. Karen Fruchtenicht seconded.

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

Nays: None

14. Director's Update—Peter Sagebiel

- Enrollment-792. Positive to have such great enrollment. Trying to see what the trends are to so we can do some long term planning. Some teachers have increased enrollment to allow for fluctuation. Should enrollment be maxed out, a lottery by learning center or program (e.g. PACE) would take place every Friday.
- Staff Development Training-trauma informed education. This training was geared toward all students who might struggle being dis-regulated. Some things were identified as methods to support regulation, such as breathing techniques. The idea is to get the students back to a regulated state so they are in a mental place to learn. Staff is committed to successful implementation and distribution to IS families.
- Online Learning Records Pilot Team- Pilot team 21 teachers, 5 students for each teacher. Anecdotally, it seems like it is going well. Parents think it is going good. Teachers as well. Kudos to the office staff tasked with this implementation.
- Other-none

15. Information: 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 and Times
- Employee Handbook

16. Information: Reminder of Future Meetings

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

2019: 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**

17. Action: Adjourn at 6:32 p.m.

Respectfully submitted:



Tita Fowler, Secretary

10-15-19

Date

Charter Council Approved:



Dan Thiem, Chair

10-15-19

Date