

Forest Charter School

470 Searls Avenue
Nevada City, CA 95959

Monthly Charter Council Meeting Agenda

April 18, 2023

5:00 p.m. Regular Session
470 Searls Avenue
Nevada City, CA 95959

Network User ID: FC_Public
Network Password: PineCedar2

Dan Thiem, Chair
Dylan Hendricks, Parent Representative
Cheryl Knight, Parent Representative
Amea Medeiros, Parent Representative
Geoffrey Thornton, Parent Representative
Tita Fowler, Secretary

NOTE: Cheryl Knight may be joining the meeting by teleconference from 10725 Pioneer Trail, Truckee, CA.

Join Meeting via Zoom:

<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, C, and D may be considered for Consent Agenda--Meshawn Simmons
(E-Attachments)
 - Shall the Consent Agenda be approved?
 - A. Adoption of the April 18, 2023 Agenda
 - B. March 7, 2023, Charter Council Meeting Minutes (*page 4*)
 - C. Contracts (*page 7*)
 - D. Warrants (March) (*page 8*)

4. Closed Session

The Council will meet in Closed Session in compliance with the Brown Act restrictions to consider qualified matters of litigation, negotiations, student discipline, and/or personnel qualifications which are timely.

- Pending Litigation

5. Discussion: Other

This is an opportunity for audience members 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 three minutes.

Information/Discussion Items:

6. Information: Forest Charter School Local Control & Accountability Plan (LCAP)--Peter Sagebiel

Peter will provide the Council with an LCAP update.

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

B.J. will provide the Council with an update on student achievement.

8. Information: WASC Self-Study—Peter Sagebiel, Paul Simoes

Peter and Paul will update the board on the upcoming WASC self-study.

9. Information: 2022/23 Budget and Cash Flow—Meshawn Simmons

Meshawn will update the Council on 2022/23 Budget items and Cash Flow.

10. Information: Salary Analysis—Meshawn Simmons

Meshawn will discuss the salary analysis with the Council.

11. Information: Nevada City Learning Center Relocatable Office Space and Playground – Meshawn Simmons, Peter Sagebiel

Peter and Meshawn will provide the Council with an update on the Nevada City Learning Center Relocatable Office Space and Playground.

12. Director's Update--Peter Sagebiel

- Enrollment
- Graduation
- Prom
- Retirements & Hiring
- State of the Schools Report
- Other

13. Future Agenda Items

- Ethics Training
- AMIM Block Grant Spending Plan
- Director's Evaluation
- Dress Code Policy
- Updated ST Job Description

14. Information: Reminder of Future Meetings

2023: 5/16, 6/12*, 6/13**

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

15. Action: Adjourn

Forest Charter School

Monthly Charter Council Meeting Minutes – March 7, 2023

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

Council Members:

Dan Thiem, Community Representative, and Chair
Dylan Hendricks, Parent Representative
Cheryl Knight, Parent Representative
Amea Medeiros, Parent Representative
Geoffrey Thornton, Parent Representative
Tita Fowler, Secretary

Minutes

Virtually Present: Dan Thiem, Peter Sagebiel, Meshawn Simmons, Katy Baggett, Janice Eggers, B.J. Hatcher, Dylan Hendricks, Cheryl Knight, Paul Simoes, Dave Stanger, Geoffrey Thornton

- 1. Call to Order: 5:05 pm**
- 2. Roll Call: Dan Thiem, Peter Sagebiel, Meshawn Simmons, Katy Baggett, Janice Eggers, B.J. Hatcher, Dylan Hendricks, Cheryl Knight, Amea Medeiros, Paul Simoes, Dave Stanger, Geoffrey Thornton**
- 3. Information/Action: A, B, C, and D may be considered for Consent Agenda—Meshawn Simmons**

March 7, 2023, Charter Council Agenda, February 7, 2023 Minutes, and the Warrants were presented for approval.

Cheryl Knight made a motion to approve the consent agenda. Dylan Hendricks seconded.

Ayes: Dylan Hendricks, Cheryl Knight, Amea Medeiros, Dan Thiem, Geoffrey Thornton

Nays: None

- 4. Discussion: Other**

None

Information/Discussion Items:

5. Information: Director's Evaluation—Dan Thiem

Dan provided the Council with an update on the Director's Evaluation.

6. Information: Forest Charter School Local Control & Accountability Plan (LCAP)—Peter Sagebiel

Peter provided the Council with an LCAP update including training at the end of the month and the progress thus far.

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

B.J. provided the Council with an update on student achievement. CAASPP testing schedules are being finalized and B.J. will share i-Ready assessment results at next month's meeting.

8. Information: FCS School Survey Results—B.J. Hatcher

B.J. reviewed the FCS School Survey highlights and overall synopsis with the Council which was overall a good reflection of the Forest Charter School culture (students, parents, and staff).

9. Information: WASC Self-Study—Peter Sagebiel, Paul Simoes

Peter updated the Council on WASC progress.

10. Information: 2022/23 Budget and Cash Flow—Meshawn Simmons

Meshawn reviewed the 2022/23 budget and Cash flow with the Council.

11. Nevada City Learning Center Relocatable Office Space and Playground –Meshawn Simmons, Peter Sagebiel

Meshawn updated the Council on the Nevada City Learning Center relocatable office space and playground progress which has been slow going due to extended inclement weather.

Action Items:

12. Action: Auburn Learning Center Lease Renewal—Meshawn Simmons

Meshawn reviewed the Auburn Learning Center Lease Renewal with the Council. The three-year lease renewal will go into effect on 7/1/23.

Cheryl Knight made a motion to approve the amended Auburn Learning Center lease renewal with corrected lease dates. Dylan Hendricks seconded the motion.

Ayes: Dylan Hendricks, Cheryl Knight, Dan Thiem, Geoffrey Thornton

Nays: None

13. Action: 2022/23 2nd Interim Budget—Meshawn Simmons

Meshawn reviewed the 2022/23 2nd Interim Budget, Cash Flow, and 3-Year Projection with the Council including revenue shortfalls, ongoing and one-time funding, and increased expenses including special education costs. The ending fund balance is still in good shape.

Dylan Hendricks made a motion to approve the 2022/23 2nd Interim Budget, Cash Flow, and 3-Year Projection. Cheryl Knight seconded the motion.

Ayes: Dylan Hendricks, Cheryl Knight, Dan Thiem, Geoffrey Thornton

Nays: None

14. Director's Update--Peter Sagebiel

- Enrollment - is currently 804 and enrollment for next year is looking very good.
- Storm Impact - all learning centers were closed due to the recent storms. "Thank you" to Dave, Kim, Erin, Meshawn, Linda, Emma, and Bruce for all of their help prepping the NCLC for students to return
- Brown Act - Attended a Brown Act training and we are doing well.
- Form 700 - Reminder to the Council to submit their Form 700's.
- ST Job Description Committee - Committee is currently meeting to make minor updates to the ST Job Description
- Possible Statute Change from Non-Classroom-Based Learning to Flexible Learning - A-Plus is trying to get the name change to adjust the connotation which will take place across all statutes.
- Other - Charter Council Elections - Cheryl, Amee, and Geoff are all up for reelection.

15. Future Agenda Items

- AMIM Block Grant Spending Plan
- Ethics Training

16. Information: Reminder of Future Meetings

Dates for the 2022/23 Charter Council meetings were set as follows:

2023: 4/18, 5/16, 6/12*, 6/13**

***Special Meeting**

****Budget Meeting**

17. Action: Adjourn at 5:57 p.m.

Respectfully submitted:

Tita Fowler, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Contracts to be approved: (April 2023)

At-Will:

Stipend Agreements:

Hourly:

Capaccilio, Clio	\$525.00	Tutor
Capaccilio, Clio	\$350.00	Tutor
Clark, Sue	\$240.00	Tutor
Cooper, Elena	\$80.00	CAASPP testing aide
Marks, Juli	\$490.00	Tutor
Mendenhall, Shawna	\$168.08	CAASPP testing aide
McCreery, Juanita	\$385.00	Tutor
Ogaidi, Michelle	\$240.00	Tutor

Checks Dated 03/01/2023 through 03/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
23-526956	03/03/2023	4 ELEMENTS EARTH EDUCATION INC	01-4300		1,815.00
23-526957	03/03/2023	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		750.36
23-526958	03/03/2023	BALLET REJOICE SCHOOL FOR THE ARTS	01-4300		193.00
23-526959	03/03/2023	BRUCE MAIRS	01-5800		3,244.60
23-526960	03/03/2023	CLEARFLY	01-5930		453.86
23-526961	03/03/2023	DENISE WEY	01-5800		180.00
23-526962	03/03/2023	HOLT BALLET CONSERVATORY	01-4300		460.00
23-526963	03/03/2023	JA FOOD SERVICE CORP	01-4700		1,391.95
23-526964	03/03/2023	JJR Enterprises FILE 2388	01-4300	15.00	
			01-5600	609.38	624.38
23-526965	03/03/2023	JOEL DEPAOLI TRUCKEE TAHOE RADIO	01-5801		360.00
23-526966	03/03/2023	KAREN BAILEY	01-4300		95.00
23-526967	03/03/2023	PROCURIFY TECHNOLOGIES INC	01-5800		907.40
23-526968	03/03/2023	SARAH HAYS	01-5800		600.00
23-526969	03/03/2023	THE CLEANING SOLUTION	01-5800		2,207.50
23-526970	03/03/2023	WAXIE SANITARY SUPPLY	01-4300		650.14
23-527221	03/10/2023	ALPENGLOW CLEANING INC	01-5800		1,980.00
23-527222	03/10/2023	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		1,835.74
23-527223	03/10/2023	AT&T	01-5930		53.50
23-527224	03/10/2023	Bonnie Wiesz	01-4300		945.00
23-527225	03/10/2023	BRAVE WRITER LLC	01-5800		758.95
23-527226	03/10/2023	CATHLEEN WHITING	01-4300		292.50
23-527227	03/10/2023	CHERYL ANNE KENNEDY	01-4300		1,725.00
23-527228	03/10/2023	CITY OF NEVADA CITY	01-5540	1,120.12	
			01-5550	126.31	1,246.43
23-527229	03/10/2023	CLEVER MINDS	01-4300		2,485.00
23-527230	03/10/2023	EMILY PELLEGRINI	01-4300		1,959.60
23-527231	03/10/2023	FOREST CHARTER REVOLVING	01-4300		247.50
23-527232	03/10/2023	GPE	01-5400		2,545.00
23-527233	03/10/2023	HEATHER GROVE	01-4300		120.00
23-527234	03/10/2023	IN SYNC DANCE	01-4300		870.00
23-527235	03/10/2023	JJR Enterprises FILE 2388	01-5600		167.33
23-527236	03/10/2023	JUSTINE LEYBA'S HOUSE CLEANING	01-5800		2,780.00
23-527237	03/10/2023	KEN WILLER	01-4300		110.00
23-527238	03/10/2023	MR. ROOTER PLUMBING OF NV CNTY	Cancelled		1,043.93 *
Cancelled on 03/17/2023					
23-527239	03/10/2023	NEVADA COUNTY SUPERINTENDENT	01-9514		34,104.50 ✓
23-527240	03/10/2023	NORTHERN SIERRA SWIMMING	01-4300		151.00
23-527241	03/10/2023	OFFICE DEPOT	01-4300		277.43

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Checks Dated 03/01/2023 through 03/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
23-527242	03/10/2023	PACIFIC GAS & ELECTRIC COMPANY	01-5510	2,728.04	
			01-5520	1,837.55	4,565.59 ✓
23-527243	03/10/2023	PANDIA PRESS INC.	01-4300	117.02	
			Unpaid Tax	9.04-	107.98
23-527244	03/10/2023	R&B COMMUNICATIONS	01-5800		455.00
23-527245	03/10/2023	RICHARD T KIRKPATRICK	01-4300		245.00
23-527246	03/10/2023	ROSE-MAY MICKELSON	01-4300		500.00
23-527247	03/10/2023	SEAN BIANCO	01-4300		420.00
23-527248	03/10/2023	SEBASTIAN	01-5930		179.80
23-527249	03/10/2023	SHAYLA DERENNE	01-4300		180.00
23-527250	03/10/2023	SITELINE ARCHITECTURE	01-5800		995.00
23-527251	03/10/2023	SOUTHWEST GAS CORPORATION	01-5510		969.34
23-527252	03/10/2023	SUZIE GEMIGNANI	01-4300		315.00
23-527253	03/10/2023	TEACHING TEXTBOOKS INC	01-5800		72.95
23-527254	03/10/2023	Time4Learning	01-5800		400.00
23-527255	03/10/2023	TRUCKEE DANCE FACTORY	01-4300		100.00
23-527256	03/10/2023	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER	01-5520		726.24
23-527257	03/10/2023	US BANK CORPORATE PAYMENT SYS	01-4300	2,372.97	
			01-5210	350.52	
			01-5800	2,876.86	
			01-5920	8.32	5,608.67 ✓
23-527258	03/10/2023	VERIZON	01-5800		38.01
23-527259	03/10/2023	WASTE MANAGEMENT	01-5570		297.63
23-527260	03/10/2023	WAVE	01-5930		277.22
23-527261	03/10/2023	WILD ROOTS LEARNING CENTER LLC	01-4300		1,050.00
23-527262	03/10/2023	YOUNG MINNEY & CORR LLP	01-5802		240.00
23-527666	03/17/2023	A 1 CARPET MASTERS	01-5800		200.00
23-527667	03/17/2023	ABSOLUTE COMM SOLUTIONS	01-5800		791.08
23-527668	03/17/2023	ALL ABOUT LEARNING PRESS INC	01-4300		405.14
23-527669	03/17/2023	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		2,468.29
23-527670	03/17/2023	AT&T	01-5930		27.11
23-527671	03/17/2023	CDW GOVERNMENT LLC	01-4300		628.95
23-527672	03/17/2023	COMCAST	01-5930		745.20
23-527673	03/17/2023	CTS VENTURES INC.	01-5800		900.00
23-527674	03/17/2023	EZ WAY DRIVING SCHOOL	01-4300		200.00
23-527675	03/17/2023	FOREST CHARTER REVOLVING	01-5800		315.00
23-527676	03/17/2023	IMAGINE LEARNING EDGENUITY DEPT 2195	01-4300		2,600.00
23-527677	03/17/2023	JJR Enterprises FILE 2388	01-4300		123.56
23-527678	03/17/2023	KATHRYN NUNN	01-4300		300.00
23-527679	03/17/2023	LEARNING WITHOUT TEARS	01-4300		29.98
23-527680	03/17/2023	LYNN EVERY	01-5800		750.00

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Checks Dated 03/01/2023 through 03/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
23-527681	03/17/2023	NEVADA CITY BALLET ACADEMY	01-4300		1,827.50
23-527682	03/17/2023	NEVADA COUNTY CHARTER SERVICES AUTHORITY	01-5100		176,473.85 ✓
23-527683	03/17/2023	PACIFIC GAS & ELECTRIC COMPANY	01-5510	37.52	
			01-5520	27.51	65.03
23-527684	03/17/2023	RAINBOW RESOURCE CENTER	01-4300		466.63
23-527685	03/17/2023	SHERRY TORGERSON	01-4300		1,462.50
23-527686	03/17/2023	SPD MARKET- NEVADA CITY	01-4700	32.56	
			01-5920	137.63	170.19
23-527687	03/17/2023	YESENIA ANDERSON ANDERSONS STEP IT UP	01-4300		65.00
23-528025	03/24/2023	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		3,314.02
23-528026	03/24/2023	Auburn Tutoring LLC	01-4300		180.00
23-528027	03/24/2023	CANYON VIEW ASSEMBLY	01-5600		1,500.00
23-528028	03/24/2023	DENISE WEY	01-5800		360.00
23-528029	03/24/2023	GOLD COUNTRY GYMNASTICS	01-4300	1,788.00	
			01-5800	226.00	2,014.00
23-528030	03/24/2023	HOLT BALLET CONSERVATORY	01-4300		669.85
23-528031	03/24/2023	IMAGINE LEARNING EDGENUITY DEPT 2195	01-4300		975.00
23-528032	03/24/2023	INTEGRATED FIRE SYSTEMS INC	01-5800		105.00
23-528033	03/24/2023	JJR Enterprises FILE 2388	01-5600		421.54
23-528034	03/24/2023	K&T MANAGEMENT	01-5600		983.10
23-528035	03/24/2023	KATHRYN NUNN	01-5800		450.00
23-528036	03/24/2023	NEVADA CITY SCHOOL DISTRICT	01-5600		14,375.00 ✓
23-528037	03/24/2023	NEVADA CITY SELF STORAGE	01-5600		41.00
23-528038	03/24/2023	OFFICE DEPOT	01-4300		437.17
23-528039	03/24/2023	ONE-II-ONE MATH TUTORING	01-4300		900.00
23-528040	03/24/2023	PIONEER COMMERCE CENTER	01-5600		14,443.94 ✓
23-528041	03/24/2023	RAINBOW RESOURCE CENTER	01-4300		1,340.61
23-528042	03/24/2023	REED'S LOCKS INC	01-4300		37.98
23-528043	03/24/2023	RICHARD T KIRKPATRICK	01-4300		35.00
23-528044	03/24/2023	SACRAMENTO YOUTH SYMPHONY	01-5800		750.00
23-528045	03/24/2023	SCHOOL SPECIALTY LLC	01-4300		180.83
23-528046	03/24/2023	SOUTHWEST GAS CORPORATION	01-5510		396.54
23-528047	03/24/2023	SOUTHWEST GAS CORPORATION	01-5510		542.30
23-528048	03/24/2023	Stacey Anderson	01-4300		520.00
23-528049	03/24/2023	T-MOBILE	01-5800		565.49
23-528368	03/31/2023	ABSOLUTE COMM SOLUTIONS	01-5800		95.00
23-528369	03/31/2023	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		3,035.86
23-528370	03/31/2023	AUBURN GYMNASTICS CENTER	01-4300		802.10
23-528371	03/31/2023	BALLET REJOICE SCHOOL FOR THE ARTS	01-4300		193.00
23-528372	03/31/2023	BRUCE MAIRS	01-5800		4,320.00

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Checks Dated 03/01/2023 through 03/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
23-528373	03/31/2023	BYU CONTINUING EDUCATION	01-4300		440.00
23-528374	03/31/2023	CATHLEEN WHITING	01-4300		292.50
23-528375	03/31/2023	CHADWICK'S WELDING	01-5800		2,775.00
23-528376	03/31/2023	CINDY VOIGT	01-4300		600.00
23-528377	03/31/2023	CLEVER MINDS	01-4300		1,330.00
23-528378	03/31/2023	DAVE BANG ASSOC, INC. OF CA	01-5800		98,566.22 ✓
23-528379	03/31/2023	EDMENTUM	01-5800		240.00
23-528380	03/31/2023	HOUGHTON MIFFLIN HARCOURT	01-4300		48.28
23-528381	03/31/2023	JJR Enterprises FILE 2388	01-4300		111.63
23-528382	03/31/2023	KAREN BAILEY	01-4300		195.00
23-528383	03/31/2023	MIYAGI GYMNASTICS ACADEMY	01-4300		332.00
23-528384	03/31/2023	MOVING BEYOND THE PAGE	01-4300		221.30
23-528385	03/31/2023	NEVADA COUNTY SUPERINTENDENT	01-5800	20,152.00	
			01-9514	40,804.40	
			01-9515	958.80	61,915.20 ✓
23-528386	03/31/2023	Rebecca Gonnella	01-4300		300.00
23-528387	03/31/2023	SARAH MARIE ALDRICH	01-4300		400.00
23-528388	03/31/2023	SINGAPORE MATH INC	01-4300		89.20
23-528389	03/31/2023	SOUTH YUBA CLUB INC.	01-5800		150.00
23-528390	03/31/2023	TEACHING TEXTBOOKS INC	01-4300		165.24
23-528391	03/31/2023	THE NATURALISTS ATELIER LLC	01-4300		175.00
23-528392	03/31/2023	VERIZON	01-5800		76.02
Total Number of Checks			129		<u>500,796.96</u>

	Count	Amount
Cancel	1	1,043.93
Net Issue		<u>499,753.03</u>

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	FOREST CHARTER	128	499,762.07
	Total Number of Checks	128	499,762.07
	Less Unpaid Tax Liability		9.04-
	Net (Check Amount)		<u>499,753.03</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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