

Forest Charter School

470 Searls Avenue
Nevada City, CA 95959

Monthly Charter Council Meeting Agenda

May 13, 2025

5:00 p.m. Regular Session
470 Searls Avenue, Sequoia
Nevada City, CA 95959
Network User ID: FC_Public
Network Password: PineCedar2

10725 Pioneer Trail # 201, Truckee, CA 96161
23221 Foresthill Road, Foresthill, CA 95631
11952 Masters Court, Auburn, CA 95603

Dan Thiem, Chair Amber Baker, Parent Representative Makala Clinton Parent Representative Amea Medeiros, Parent Representative Gabriella Stockdale, Parent Representative Tita Fowler, Secretary
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Join the 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 May 13, 2025, Agenda
 - B. April 8, 2025, Charter Council Meeting Minutes (*page 4*)
 - C. Contracts (May) (*page 8*)

D. Warrants (April) (page 9)

4. 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:

5. Information: Charter Council Elections—Peter Sagebiel, Dan Thiem

Peter and Dan report on the recent Charter Council Elections.

6. Information: Learning Center Updates—Dawn Anthney, Janice Eggers, Christine Sween

Dawn, Janice, and Christine will provide learning center updates.

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

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

8. Information: Instructional Continuity Plan—Peter Sagebiel

(page 14)

Peter will discuss the draft Instructional Continuity Plan with the Council.

9. Information: Reading Difficulties Risk Screener (RDRS)--Peter Sagebiel

Peter will discuss the RDRS requirement and the process for selecting a screening tool.

10. Information: LCAP (Local Control and Accountability Plan) Update—Peter Sagebiel

Peter will provide the Council with an update on the LCAP.

11. Information: 2024/25 Budget and Cash Flow—Meshawn Simmons

(page 23)

Meshawn will update the Council on 2024/25 Budget items and Cash Flow.

Action Items:

12. Action: Truckee Learning Center Lease Extension—Meshawn Simmons, Peter Sagebiel

(page 24)

- Should the Council approve the Truckee Learning Center Lease Extension?

13. Action: Forest Charter School Job Descriptions—Meshawn Simmons

(page 26)

- Should the Council approve the following job descriptions:
 - RTI Tutor Job Description?
 - Intervention Coordinator Job Description?
 - College and Career Data Specialist Job Description?

14. Action: 2025/26 Forest Charter School Salary Schedules—Meshawn Simmons

(page 29)

- Should the Council approve revisions to the 2025/26 Stipend and Credentialed Salary Schedules?

15. Action: 2025/26 Forest Charter School Facility Upgrades—Meshawn Simmons

- Should the board approve allowing the use of the Facilities Upgrades Ending Fund Balance for upgrades this summer?

16. Transitional Kindergarten (TK) Verification of Educator Experience—Meshawn Simmons

(page 32)

- Should the Council approve the Transitional Kindergarten (TK) Verification of Educator Experience certification?

17. Action: 2025/26 Forest Charter School Charter Council Meeting Calendar—Peter Sagebiel

(page 44)

- Should the Council approve the 2025/26 Forest Charter School Charter Council Meeting Calendar?

18. Director's Update--Peter Sagebiel

- Enrollment
- Political Update
- Staffing Updates
- Other

19. Future Agenda Items

- Ethics Training for the Board (August)
- i-Ready Trends and Comparisons (subgroups)
- Tutor Job Description

20. Information: Reminder of Future Meetings

2025: 6/10**

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

21. Action: Adjourn

Forest Charter School

Monthly Charter Council Meeting Minutes – April 8, 2025

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

10725 Pioneer Trail # 201, Truckee, CA 96161
23221 Foresthill Road, Foresthill, CA 95631
11952 Masters Court, Auburn, CA 95603

Council Members:

Dan Thiem, Community Representative, and Chair
Amber Baker, Parent Representative
Makala Clinton, Parent Representative
Gabriella Stockdale, Parent Representative
Amea Medeiros, Parent Representative
Tita Fowler, Secretary

Minutes

Present: Dan Thiem, Peter Sagebiel, Meshawn Simmons, Dawn Anthney, Makala Clinton, Janice Eggers (Truckee Campus), Tita Fowler, B. J. Hatcher, Bernadette Healy (Auburn Campus), Laura Lysen (Foresthill Campus), Amea Medeiros, David Stanger, Christine Sween
Absent: Katy Baggett, Amber Baker, Gabriella Stockdale

1. **Call to Order: 5:00 pm**
2. **Roll Call:** Dan Thiem, Peter Sagebiel, Meshawn Simmons, Dawn Anthney, Makala Clinton, Janice Eggers (Truckee Campus), Tita Fowler, B. J. Hatcher, Bernadette Healy (Auburn Campus), Laura Lysen (Foresthill Campus), Amea Medeiros, David Stanger, Christine Sween
3. **Information/Action: A, B, C, and D may be considered for Consent Agenda—Meshawn Simmons**

April 8, 2025, Charter Council Agenda, March 11, 2025, Minutes, Contracts, and Warrants were presented for approval.

Amea Medeiros made a motion to approve the Consent Agenda. Makala Clinton seconded. All ayes.

Ayes: Makala Clinton, Amea Medeiros, Dan Thiem
Nays: None

4. **Discussion: Other**

None.

Information/Discussion Items:

5. Information: Charter Council Elections—Peter Sagebiel, Dan Thiem

Discussion on the upcoming Charter Council Elections and the positions that are up for election.

6. Information: Learning Center Updates—Dawn Anthney (Nevada City), Janice Eggers (Truckee), Christine Sween (Auburn/Foresthill)

Dawn, Janice, and Christine provided learning center updates, including independent study students and campus highlights. All campuses have exciting things going on, including science camp and year-end trips, projects, senior center visits, and an essay contest where the Forest students placed at the top. College acceptances are coming in, and students will be moving on to an exciting and impressive list of schools!

7. Information: NCCSA (Nevada County Charter Services Authority) Update - Staffing—Peter Sagebiel

Peter provided an update on the NCCSA (Special Education) staff, including hiring a new director.

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

B.J. reviewed CAASPP participation numbers with the Council. We are seeing good numbers so far and have until the end of the school year to test.

9. Information: LCAP (Local Control and Accountability Plan) Update—Peter Sagebiel

The County office is just starting to schedule training and one-on-ones.

10. Information: 2024/25 Budget and Cash Flow—Meshawn Simmons

Meshawn reviewed the 2024/25 budget and cash flow with the Council.

11. Information: 2025/26 Salary Schedules, Benefit Caps, Calendars, and Sick Leave—Meshawn Simmons

Meshawn led a discussion and provided information on the 2025/26 salary schedules, benefit caps, calendars, and sick leave.

12. Information: Transitional Kindergarten (TK) Verification of Educator Experience—Meshawn Simmons

Meshawn discussed the Transitional Kindergarten (TK) Verification of Educator Experience with the Council and reviewed the requirements for those holding TK students starting 8/2026. A certification will be presented at the May meeting for Council approval.

Action Items:

13. Action: Forest Charter School Job Description—Meshawn Simmons

Approval of the RTI Tutor Job Description was tabled until the May Charter Council meeting.

14. Action: 2025/26 Forest Charter School Salary Schedules—Meshawn Simmons

Meshawn reviewed changes to the 2025/26 Salary Schedules, which included benefit cap increases, changes in sick and vacation for Classified Exempt and Classified Non-Exempt Employees, and an adjustment to the Tech Director cap to adjust to industry averages.

Amee Medeiros motioned to approve the 2025/26 Forest Charter School Salary Schedules. Makala Clinton seconded.

Ayes: Makala Clinton, Amee Medeiros, Dan Thiem
Nays: None

15. Director's Update--Peter Sagebiel

- Enrollment - looking good. Long waitlists at most locations.
- Political Updates - Review of AB1493, AB84, and SB414
- Reading Difficulties Risk Screener (RDRS)- we have a pilot team reviewing different screeners for the new K-2 reading screener requirements starting in the 2025-26 school year.
- Staffing Updates - we have hired a new 6-8 PACE teacher in NC (Kolenko) and are finishing up interviews and hires for 2 ST positions in NC and 1 in Auburn.
- Other - Teacher Who Makes a Difference was awarded to Laura Lysen. Kudos!

16. Future Agenda Items

- RTI Tutor Job Description
- Salary Schedules
- Ethics Training for the Board (August 2025)
- i-Ready Trends and Comparisons (subgroups)

17. Information: Reminder of Future Meetings

Dates for the 2024/25 Charter Council meetings were set as follows:

2025: 5/13, 6/10**

***Special Meeting**

****Budget Meeting**

18. Closed Session

The Council met in Closed Session in compliance with the Brown Act restrictions to review the Director's Evaluation. No action taken.

19. Action: Adjourn at 6:12 pm

Respectfully submitted:

Tita Fowler, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Contracts to be approved: (May 2025)

At-Will:

Stipends:

Rashby, Shannon	\$750/semester (pro-rated for start date)
Sagebiel, Kim	\$1963.33/yearly (pro-rated for start date)
Vitamanti-Borel, Jennifer	\$1963.33/yearly (pro-rated for start date)

Hourly:

O'Hanrahan, Loren	\$120.00	Tutor
Delgado, Janet	\$175.00	Tutor
Naszady, Joan	\$240.00	Tutor
Watkins, Natalie	\$245.00	Tutor

Checks Dated 04/01/2025 through 04/30/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
25-464444	04/04/2025	4 ELEMENTS EARTH EDUCATION INC	01-5800		1,075.00
25-464445	04/04/2025	ALL ABOUT LEARNING PRESS INC	01-4300		406.96
25-464446	04/04/2025	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300	19,134.55	
			01-4700	169.08	19,303.63 ✓
25-464447	04/04/2025	ANASTASIA JDANOVA	01-5220		117.60
25-464448	04/04/2025	AQUA MI	01-5800		780.00
25-464449	04/04/2025	AUBURN GYMNASTICS CENTER	01-5800		1,330.80
25-464450	04/04/2025	AUBURN TUTORING LLC	01-5800		300.00
25-464451	04/04/2025	B & C ACE HOME CENTER	01-4300		7.83
25-464452	04/04/2025	BRAVE WRITER LLC	01-5800		1,373.00
25-464453	04/04/2025	BRUCE MAIRS	01-5800		4,040.00
25-464454	04/04/2025	CANYON VIEW ASSEMBLY	01-5600		1,500.00
25-464455	04/04/2025	CARRIE BLANCHE MORRIS DBA MASTERPIECE ART ACADEMY	01-5800		2,403.86
25-464456	04/04/2025	CATHLEEN WHITING	01-5800		1,524.50
25-464457	04/04/2025	CORINA LOVING-MILLS	01-5220		85.76
25-464458	04/04/2025	DEANNA NELLIST	01-5800		300.00
25-464459	04/04/2025	ELIZABETH BROWN	01-5800		738.00
25-464460	04/04/2025	EXTREME GYMNASTICS, INC	01-5800		220.00
25-464461	04/04/2025	EZ WAY DRIVING SCHOOL	01-5800		1,100.00
25-464462	04/04/2025	FOUR SIX THREE INC.	01-5800		715.00
25-464463	04/04/2025	GRASS VALLEY CROSSFIT	01-5800		495.00
25-464464	04/04/2025	HOLLY HESS HART DBA COMPASSION ATE TUTORING	01-5800		2,170.00
25-464465	04/04/2025	JAN TURTON'S MUSIC	01-5800		450.00
25-464466	04/04/2025	JJR Enterprises FILE 2388	01-5600		468.42
25-464467	04/04/2025	K&T MANAGEMENT	01-5600		2,200.00
25-464468	04/04/2025	KEIM, MARK J	01-4300		18.67
25-464469	04/04/2025	LEARNING WITHOUT TEARS	01-4300		45.15
25-464470	04/04/2025	MELANTHA KNIGHT	01-5220		51.10
25-464471	04/04/2025	MOSA MACK SCIENCE INC	01-5800		575.00
25-464472	04/04/2025	NEVADA CITY SCHOOL DISTRICT	01-5600		14,791.67 ✓
25-464473	04/04/2025	NEVADA COUNTY SUPERINTENDENT	01-9514		3,382.79
25-464474	04/04/2025	O'HANRAHAN, LOREN	01-4300		75.91
25-464475	04/04/2025	OFFICE DEPOT	01-4300		84.64
25-464476	04/04/2025	PENELOPE SULLIVAN	01-5800		1,060.00
25-464477	04/04/2025	PIONEER COMMERCE CENTER	01-5600	11,625.06	
			01-5800	7,186.57	18,811.63 ✓
25-464478	04/04/2025	RAINBOW RESOURCE CENTER	01-4300		1,017.71
25-464479	04/04/2025	Rebecca Gonnella	01-5800		1,200.00
25-464480	04/04/2025	SEAN BIANCO	01-5800		450.00
25-464481	04/04/2025	SEBASTIAN	01-5930	119.53	
			01-5940	61.83	181.36
25-464482	04/04/2025	SHERRY TORGERSON	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.

ERP for California

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Checks Dated 04/01/2025 through 04/30/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
25-464483	04/04/2025	SINGAPORE MATH INC	01-4300		698.82
25-464484	04/04/2025	SOUTHWEST GAS CORPORATION	01-5510		629.67
25-464485	04/04/2025	TARALEIGH DUFFY	01-5800		600.00
25-464486	04/04/2025	TEACHING TEXTBOOKS INC	01-4300	45.95	
			01-5800	72.95	118.90
25-464487	04/04/2025	TETRA BALESTRI	01-5800		180.00
25-464488	04/04/2025	THE CLEANING SOLUTION	01-5800		2,930.00
25-464489	04/04/2025	TIMBERDOODLE	01-4300		1,206.16
25-464490	04/04/2025	Time4Learning	01-5800		109.85
25-464491	04/04/2025	VERIZON	01-5800		38.01
25-464492	04/04/2025	YESHIVA DERECH HATORAH	01-4300	62.86	
			Unpaid Tax	4.86-	58.00
25-464839	04/11/2025	ALL ABOUT LEARNING PRESS INC	01-4300		315.08
25-464840	04/11/2025	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		12,548.37 ✓
25-464841	04/11/2025	ANASTASIA JDANOVA	01-5220		59.50
25-464842	04/11/2025	ANTHEM BLUE CROSS	01-9514		43,127.29 ✓
25-464843	04/11/2025	ART OF PROBLEM SOLVING	01-4300		168.04
25-464844	04/11/2025	B & C ACE HOME CENTER	01-4300		31.33
25-464845	04/11/2025	BEAM EASY LIVING CENTER	01-5800		192.00
25-464846	04/11/2025	BENNATIS MARTIAL ARTS	01-5800		512.00
25-464847	04/11/2025	BODY BALANCE ACADEMY, INC.	01-5800		436.00
25-464848	04/11/2025	BONNIE WIESZ	01-5800		1,075.00
25-464849	04/11/2025	BRANDILYN DAVIDSON	01-5800		147.00
25-464850	04/11/2025	BRIGHT THINKER INC.	01-4300		250.43
25-464851	04/11/2025	CALIFORNIA ACSA-NEVADA CHARTER	01-5300		350.00
25-464852	04/11/2025	CENTER STAGE DANCE STUDIO	01-5800		536.00
25-464853	04/11/2025	CLEARFLY COMMUNICATIONS	01-5930		462.56
25-464854	04/11/2025	CLEVER MINDS	01-5800		1,260.00
25-464855	04/11/2025	COLTON WOOD	01-5800		160.00
25-464856	04/11/2025	CORINA LOVING-MILLS	01-5220		44.80
25-464857	04/11/2025	DE LAGE LANDEN FINCL SRV INC	01-5600		1,008.18
25-464858	04/11/2025	ELIZABETH BROWN	01-5800		984.00
25-464859	04/11/2025	ELIZABETH MCCOMB	01-5800		485.00
25-464860	04/11/2025	EMILY PELLEGRINI	01-5800		1,056.00
25-464861	04/11/2025	GLADIZ DE LA TORRE DBA ESPANOL CON GLADIZ	01-5800		120.00
25-464862	04/11/2025	HAFDIS TRAUSTADOTTIR	01-5800		250.00
25-464863	04/11/2025	HEATHER GROVE	01-5800		390.00
25-464864	04/11/2025	IMAGINE LEARNING LLC	01-5800		5,525.00 ✓
25-464865	04/11/2025	INSPIRED LEARNING LLC	01-5800		325.00
25-464866	04/11/2025	INSTITUTE FOR EXCELLENCE/IN WR ITING	01-4300		195.99
25-464867	04/11/2025	JJR Enterprises FILE 2388	01-4300	112.15	
			01-5600	310.36	422.51
25-464868	04/11/2025	JUANITA MCCREERY	01-5800		495.00

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.

ERP for California

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Checks Dated 04/01/2025 through 04/30/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
25-464869	04/11/2025	JUDSON PIANO STUDIO	01-5800		400.00
25-464870	04/11/2025	KAREN JANSON DBA DANCE NATURAL CREATIVE COMPLEX	01-5800		200.00
25-464871	04/11/2025	LAKESHORE LEARNING MATERIALS	01-4300		273.71
25-464872	04/11/2025	LEARNING WITH LITERATURE	01-5800		10,803.50 ✓
25-464873	04/11/2025	LITTLE BIRD MUSIC, INC.	01-5800		429.00
25-464874	04/11/2025	LOGIC OF ENGLISH INC	01-4300		59.60
25-464875	04/11/2025	MATH U SEE INC	01-4300		164.72
25-464876	04/11/2025	NEVADA CITY BALLET ACADEMY	01-5800		1,250.00
25-464877	04/11/2025	NEVADA CITY SCHOOL OF THE ARTS	01-4700		1,197.61
25-464878	04/11/2025	NEVADA COUNTY CHARTER SERVICES AUTHORITY	01-5100		166,814.32 ✓
25-464879	04/11/2025	NEVADA COUNTY SUPERINTENDENT	01-5210		100.00
25-464880	04/11/2025	NEW STAGE EDUCATION INC	01-5800		2,932.85
25-464881	04/11/2025	NICOLE GREENE	01-5800		550.00
25-464882	04/11/2025	NORTHERN SIERRA SWIMMING	01-5800		183.00
25-464883	04/11/2025	PACIFIC GAS & ELECTRIC COMPANY	01-5510	1,500.46	
			01-5520	2,001.56	3,502.02
25-464884	04/11/2025	PARAGON PEST CONTROL	01-5800		70.00
25-464885	04/11/2025	R&B COMMUNICATIONS	01-5800		395.00
25-464886	04/11/2025	RAINBOW RESOURCE CENTER	01-4300		910.09
25-464887	04/11/2025	ROBERT HEISER	01-5800		1,056.00
25-464888	04/11/2025	ROSE-MAY MICKELSON	01-5800		300.00
25-464889	04/11/2025	SARAH HAYS	01-5800		800.00
25-464890	04/11/2025	SHIZUMI CRIMI	01-5800		190.00
25-464891	04/11/2025	SINGAPORE MATH INC	01-4300		166.98
25-464892	04/11/2025	SPD MARKET- NEVADA CITY	01-4300	74.42	
			01-4700	49.06	
			01-5920	157.72	281.20
25-464893	04/11/2025	TAHOE TOTAL HOME CARE DBA ALPE NGLOW	01-5800		2,640.00
25-464894	04/11/2025	TEAMWORK EQUINE SERVICES	01-5800		110.00
25-464895	04/11/2025	THE CURIOSITY COLLECTIVE	01-5800		450.00
25-464896	04/11/2025	THE OHMAPI NATURE PROJECT	01-5800		2,215.00
25-464897	04/11/2025	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER	01-5520	660.19	
			01-5540	139.51	799.70
25-464898	04/11/2025	US BANK CORPORATE PAYMENT SYS	01-4300	8,680.83	
			01-5300	3,392.00	
			01-5800	1,748.87	
			01-5920	196.57-	
			Unpaid Tax	113.83-	13,511.30 ✓
25-464899	04/11/2025	WASTE MANAGEMENT	01-5570		319.98
25-464900	04/11/2025	WAVE	01-5940		108.83

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Checks Dated 04/01/2025 through 04/30/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
25-464901	04/11/2025	WILD ROOTS LEARNING CENTER LLC	01-5800		1,200.00
25-464902	04/11/2025	ZANER-BLOSER	01-4300		70.90
25-465271	04/18/2025	ALL ABOUT LEARNING PRESS INC	01-4300		54.72
25-465272	04/18/2025	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300	2,419.32	
			01-4700	74.57	2,493.89
25-465273	04/18/2025	ANASTASIA JDANOVA	01-5220		59.50
25-465274	04/18/2025	APLUS+	01-5300		9,750.00 ✓
25-465275	04/18/2025	AQUA MI	01-5800		260.00
25-465276	04/18/2025	ART OF PROBLEM SOLVING	01-4300		37.01
25-465277	04/18/2025	AT&T	01-5930		31.65
25-465278	04/18/2025	CALIFORNIA DEPT OF TAX AND FEE ADMINISTRATION	01-9508		207.24
25-465279	04/18/2025	CANYON VIEW ASSEMBLY	01-5600		1,500.00
25-465280	04/18/2025	CLEVER MINDS	01-5800		702.52
25-465281	04/18/2025	COLTON WOOD	01-5800		160.00
25-465282	04/18/2025	CORINA LOVING-MILLS	01-5220		44.80
25-465283	04/18/2025	COURTNEY JUDD TUTORING	01-5800		1,440.00
25-465284	04/18/2025	INSTITUTE FOR EXCELLENCE/IN WR ITING	01-4300		131.76
25-465285	04/18/2025	K&T MANAGEMENT	01-5600		2,200.00
25-465286	04/18/2025	KATHRYN NUNN	01-5800		1,810.00
25-465287	04/18/2025	LANI HERMOSILLO	01-5800		1,330.00
25-465288	04/18/2025	NEVADA CITY SCHOOL DISTRICT	01-5600		14,791.67 ✓
25-465289	04/18/2025	NEVADA COUNTY COMPOSERS COOP	01-5800		750.00
25-465290	04/18/2025	PACIFIC GAS & ELECTRIC COMPANY	01-5510	62.86	
			01-5520	41.32	104.18
25-465291	04/18/2025	PAMELOT A SCHOOL OF DANCE	01-5800		471.00
25-465292	04/18/2025	PERFORMANCE SYSTMS INTGTN LLC	01-5800		105.00
25-465293	04/18/2025	PHILLIPS SCHOOL OF KUNG FU SAN SOO	01-5800		396.00
25-465294	04/18/2025	PIONEER COMMERCE CENTER	01-5600	11,917.47	
			01-5800	4,196.30	16,113.77 ✓
25-465295	04/18/2025	RAINBOW RESOURCE CENTER	01-4300		138.96
25-465296	04/18/2025	SIERRA NEVADA BOULDERING GYM	01-5800		475.00
25-465297	04/18/2025	STATE OF CA DOJ DEPT OF JUSTICE/ CASHIER UNIT	01-5840		32.00
25-465298	04/18/2025	SUZIE GEMIGNANI	01-5800		315.00
25-465299	04/18/2025	T-MOBILE	01-5800		275.79
25-465300	04/18/2025	Time4Learning	01-5800		109.85
25-465552	04/25/2025	AUBURN GYMNASTICS CENTER	01-5800		957.80
25-465553	04/25/2025	CASTLE CLEANING	01-5800		4,511.00
25-465554	04/25/2025	CHERI GUERRETTE	01-5800		630.00
25-465555	04/25/2025	COMCAST	01-5930		311.94

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.

Checks Dated 04/01/2025 through 04/30/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
25-465556	04/25/2025	JJR Enterprises FILE 2388	01-5600		488.57
25-465557	04/25/2025	NEUROSPARKS LLC	01-5802		3,720.00
25-465558	04/25/2025	NEVADA CITY SELF STORAGE	01-5600		930.00
25-465559	04/25/2025	NEVADA COUNTY SUPERINTENDENT	01-9514		3,382.79
25-465560	04/25/2025	OFFICE DEPOT	01-4300		86.58
25-465561	04/25/2025	PIONEER COMMERCE CENTER	01-5600	292.42	
			01-5800	102.96	395.38
25-465562	04/25/2025	RAINBOW RESOURCE CENTER	01-4300		67.69
25-465563	04/25/2025	SARAH MEADOWS	01-5800		960.00
25-465564	04/25/2025	SINGAPORE MATH INC	01-4300		75.75
25-465565	04/25/2025	SOUTHWEST GAS CORPORATION	01-5510		479.46
25-465566	04/25/2025	THE CURIOSITY COLLECTIVE	01-5800		400.00
25-465567	04/25/2025	THE NATURALISTS ATELIER LLC	01-5800		173.00
25-465568	04/25/2025	TIMBERDOODLE	01-4300		132.24
25-465569	04/25/2025	WILLIAMS STATIONERY	01-4300		751.07
Total Number of Checks			161		454,002.37

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	FOREST CHARTER	161	454,121.06
	Total Number of Checks	161	454,121.06
	Less Unpaid Tax Liability		118.69-
	Net (Check Amount)		454,002.37

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.

ERP for California

Page 5 of 5



2025-26 Instructional Continuity Plan (ICP)

This template provides a framework for the Instructional Continuity Plan (ICP) and should be tailored to the unique needs and resources of the LEA and its school sites.

Guidance regarding completion and requirements of the Instructional Continuity Plan (ICP), including SB 153 requirement that this ICP be included in the Comprehensive School Safety Plan (CSSP) by July 1, 2025 can be found at <https://www.cde.ca.gov/re/di/or/icpguidance.asp>.

Local Educational Agency (LEA) Name	School Name	Contact Name and Title	Email and Phone
Forest Charter School	Forest Charter School -Including all learning centers: Nevada City, Truckee, Foresthill, and Auburn	Peter Sagebiel Executive Director	psagebiel@forestcharter.com 530-265-4823

Introduction and Purpose

Information about the Instructional Continuity Plan (ICP) requirements, revision and adoption dates.

This Instructional Continuity Plan (ICP) was last revised on May 15, 2025 and adopted by Forest Charter School -Including all learning centers: Nevada City, Truckee, Foresthill, and Auburn on June 10, 2025 to ensure all students have access to instruction during a natural disaster or emergency, as mandated by Senate Bill 153, Chapter 38, Statutes of 2024 (SB 153), which adds a provision to California Education Code (EC) Section 32282.

This ICP will be included in the LEA's Comprehensive School Safety Plan (CSSP) by July 1, 2025. Inclusion of this ICP in the CSSP will be required to obtain approval of a Form J-13A waiver request beginning in fiscal year 2026-27. This plan is intended to minimize disruptions to instruction and provide support for pupils' social-emotional, mental health, and academic needs.

Engagement with Pupils and Families

Protocol for Engagement

Protocol for engagement with pupils and their families.

As required, Forest Charter School -Including all learning centers: Nevada City, Truckee, Foresthill, and Auburn will engage with pupils and their families as soon as practicable, but **no later than five calendar days** following an emergency.

Methods of Two-Way Communication

Methods for two-way engagement.

The protocol for engagement with pupils and their families is designed to establish two-way communication. Current existing methods include:

- Short messaging service (SMS)
- Phone Calls
- Email
- School Portal
- Social Media
- Newsletters

Plans for Unforeseen Events

Plans to address unforeseen events such as power outages and damage to infrastructure and how they may impact methods for two-way communication.

We will continue to communicate with staff and families based on the technology and infrastructure that is available. If electronic means (including phones) are no longer available, we will mail information home and/or post information in the local newspaper.

Support for Special Needs

Plans designed to identify and provide support for pupils' social-emotional, mental health, and academic needs.

Students will be identified by their supervising teacher, other school staff, or parents for social-emotional, mental health, and academic needs. Support will be provided via in person or technological means (such as video meetings, phone calls, etc) depending on the extent and conditions of the emergency

Access to Instruction

Timeline for Access to Instruction

Timeline for access to instruction no more than 10 instructional days following the emergency.

As required, Forest Charter School -Including all learning centers: Nevada City, Truckee, Foresthill, and Auburn will provide access to in-person or remote instruction as soon as practicable, but **no more than 10 instructional days** following the emergency.

Conditions for Resuming Access to In-Person Instruction

Conditions under which in-person instruction will resume and any alternative sites or arrangements considering various aspects of recovery.

Outlined below are conditions under which in-person instruction will resume and any alternative sites or arrangements considering various aspects of recovery, including:

- Evacuation orders lifted
- Power and utilities functioning
- Healthy air quality
- Access to safe and clean water
- Campus free from debris and hazards
- Internet fiber lines connected and functioning
- Sufficient staff available
- Kitchens operational for meals

Remote Instruction

Plans for remote instruction.

As required, Forest Charter School -Including all learning centers: Nevada City, Truckee, Foresthill, and Auburn remote instruction will align with EC sections 51747 and 51749.5, governing Independent Study instruction modalities. Remote instruction will be designed to meet instructional standards that are, at minimum, equivalent to those applicable in independent study programs.

As an independent study charter school, we are already set up to meet these requirements.

Access to Instructional Materials

Methods for distributing digital and non-digital materials.

As required, remote instruction offered will align with expectations of access and equity.

Access to Schoolwork

Platforms and processes for accessing and submitting schoolwork.

As required, remote instruction offered will align with expectations of access and equity.

Temporary Reassignment

Procedures and agreements for temporary reassignment with neighboring LEAs.

Forest Charter School -Including all learning centers: Nevada City, Truckee, Foresthill, and Auburn provides support to pupils and families to enroll in or be temporarily reassigned to another site, school district, county office of education, or charter school if an emergency or natural disaster disrupts in-person learning:

Instructional Continuity

Communication Protocols

Communication protocols for families, students, staff and faculty, including how information will be made available and with what frequency including methods and timelines.

Communication protocols are already in place for remote learning. Forest Charter will adapt its communication method based on the technologies available due to the emergency.

Technological Readiness

Technology readiness for educators and students to support a pivot from in-person to remote learning through independent study including early access to independent study program written agreements, online access to assignments and academic resources, assignment of devices, online instructional platform and access to internet and devices.

As an independent study school, these items are already available and in place and being used.

Instruction and Assessment

Prioritization of essential learning, making standards-aligned learning objectives, methods for monitoring progress and additional support whenever possible, including tutoring, check-ins, virtual office hours or other methods.

As an independent study school, the protocols are already in place and being used.

Access (Equity, Accessibility, and Inclusion)

Equity, Accessibility, and Inclusion

How all students, including those with disabilities, those experiencing homelessness, foster youth, or English learner (EL) students will continue to have equal access to instructional resources.

As an independent study school, these resources are already in place. Plans for remote instruction for students with disabilities are written into their IEP.

Individualized Education Plans (IEP)

How will IEPs continue to be provided and maintained.

These plans are written into each IEP, but generally include providing special ed services via options such as video conferencing, packets, or in person at a different location.

English Learners (EL)

How will EL students continue to be supported in alignment with the California English Learner Roadmap Policy.

As an independent study school, we already support our English learner students remotely.

Professional Learning

Professional learning opportunities and resources utilized if the need to pivot to remote instruction and assessment arises.

Forest Charter already provides a great deal of its instruction and assessment remotely. All supervising teachers have some students who require this type of instruction and assessment. Therefore, we already provide training for teachers to provide remote instruction.

Well-Being and Support Services

How the LEA will provide access to physical and mental health professionals, including those who speak languages other than English.

1. Maintain and Publicize Access to Health Professionals

School Nurses and Health Aides will remain available on campus (if open) or via telehealth/phone.

Provide health screenings, chronic condition management, and vaccination referrals.

Mental Health Providers - includes school counselors, psychologists, social workers, and contracted therapists.

Offer virtual counseling sessions.

Establish clear referral pathways for students in crisis or needing more intensive support.

Publicize 24/7 mental health hotlines (e.g., 988 Suicide & Crisis Lifeline).

Partner with local health departments or county mental health services.

2. Language Access for Multilingual Families

Tap into multilingual staff as available

Use trained interpreters during health-related meetings, either in-person or remotely as needed

Provide translated materials for mental and physical health resources.

Work with community-based organizations that specialize in serving specific linguistic or cultural groups.

3. Outreach and Communication

Maintain information on the school website listing all health contacts and services, with translated pages.

Use robocalls, texts, and social media posts in multiple languages.

Conduct wellness calls or virtual check-ins, prioritizing high-need students.

Use surveys and/or online tools to identify students struggling with access to healthcare or emotional support.

4. Coordination with External Agencies

Work with local Health Departments & Clinics to Coordinate vaccination drives, dental clinics, and mobile health units.

Partner with county or nonprofit mental health providers for case management or therapy.

Plans to provide access back-up, water and medicines in the event of an emergency.

Plans to ensure continuity of other support services, including special education, counseling, after-school programs, and access to kitchens and food services, adapting these services to the online or hybrid environment when necessary.

As an Independent study school, these plans are already in place for special education and counseling. We utilize video conferencing for many students and in an emergency, we would simply expand these services to all students. (If video conferencing is not available, we will use phone calls to provide services.) These plans are all articulated in each student's IEP. Forest Charter School offers boxed lunches for students and would provide pick up opportunities for these meals. Forest Charter School does not offer an after school program.

Site-Based Collaboration

How administrators, faculty, information technology staff, students, and parents in the development and implementation of this ICP.

Safety plans are discussed annually and on an ongoing basis (as needed) to review the plan and lessons learned during drills. It is discussed with the admin team, at faculty council (this is a group of teachers and administrators), and it is presented for feedback at the board meeting which is comprised of parents.

Students, parents, and staff are surveyed annually and school safety is always a topic.

Admin hold annual in person interviews with students. School safety and the safety plan are always a topic.

The plan is

Return to Site-Based Learning

Conditions that must be met prior to returning from disruption including reopening sites.

1. Public Health Clearance

Local Health Officer Approval: Schools may only reopen with clearance from local health authorities.

Compliance with CDPH Guidelines: All reopening plans must adhere to current health department guidelines.

2. Safety Plan in Place appropriate to the situation

Emergency Operations Plan (EOP) updated based on the nature of the disruption.

3. Facility Readiness

Site Inspections Completed: Facilities must be inspected for damage, safety, and sanitation.

Essential Services Restored: Power, water, HVAC, and internet must be operational.

4. Communication Plans

Notification to Families and Staff: Clear information on reopening dates, safety protocols, and available resources must be provided.

Feedback Channels Open: Mechanisms for families and staff to ask questions and voice concerns.

? 5. Staffing and Operational Readiness

Sufficient Staffing: Teachers, substitutes, and support staff must be available and trained on new protocols.

Health Screenings & Vaccinations: Health checks or proof of vaccination may be required for staff and/or students (based on current public health guidance).

? 6. Instructional Planning

Continuity of Learning: Clear plan for how students transition back from remote to in-person learning.

Assessment and Intervention Plans: Identifying learning loss and providing academic support services.

7. Equity and Access

Support for Vulnerable Students: Accommodations for students with disabilities, English learners, and homeless or foster youth.

Technology Recovery: Ensuring return or reintegration of devices used during distance learning.

Integration with Comprehensive School Safety Plan (CSSP)

Integration of this Instructional Continuity Plan (ICP) into Forest Charter School -Including all learning centers: Nevada City, Truckee, Foresthill, and Auburn's Comprehensive School Safety Plan (CSSP).

This Instructional Continuity Plan (ICP) will be included as an integral component of Forest Charter School -Including all learning centers: Nevada City, Truckee, Foresthill, and Auburn's Comprehensive School Safety Plan (CSSP) by July 1, 2025, as required by SB 153. The information in this ICP will be considered in relation to other aspects of the existing safety plan. A locally-adopted CSSP must include this ICP to obtain approval of a Form J-13A waiver request beginning in fiscal year 2026-27.

Review and Updates of this Instructional Continuity Plan (ICP)

Frequency of review and update of this ICP.

This Instructional Continuity Plan will be reviewed and updated in collaboration with Educational Partners, considering feedback and lessons learned on the following basis:

Annually with the school safety team as part of the CSSP review process in the fall of each school year.

FOREST CHARTER SCHOOL FY 24-25

Fiscal Year 2024/25 Through 05/07/25				
Object	Description	Revised Budget	Revenue	% Rcvd
Total Year To Date Revenues		10,168,694.00	6,908,386.00	68%

Object	Description	Revised Budget	Actual	% Used
Total Certificated Salaries		4,280,728.00	3,456,330.10	81%
Total Classified Salaries		1,102,944.00	921,704.78	84%
Total Employee Benefits		2,000,097.00	1,312,137.66	66%

Books and Supplies

4300	MATERIALS AND SUPPLIES	367,585.00	307,849.12	84%
4400	NON CAPITALIZED EQUIPMENT	3,000.00	0.00	0%
4700	FOOD	10,000.00	6,452.02	65%
Total Books and Supplies		380,585.00	314,301.14	83%

Services and Other Operating Expenditures

5100	SUBAGREEMENTS FOR SERVICES	2,321,885.00	2,129,774.26	92%
5210	CONFERENCE	11,000.00	7,105.75	65%
5220	MILEAGE REIMBURSEMENT	3,500.00	2,344.33	67%
5300	DUES AND MEMBERSHIPS	20,000.00	15,232.00	76%
5400	INSURANCE	72,500.00	70,687.27	97%
5510	GAS HEATING/FUEL	14,000.00	12,960.53	93%
5520	ELECTRICITY	30,000.00	26,977.69	90%
5540	WATER	6,500.00	4,428.23	68%
5550	SEWER	1,000.00	681.8	68%
5570	GARBAGE	4,500.00	3,199.80	71%
5600	RENT,LEASES,REPAIRS/NON CAP	420,000.00	350,577.23	83%
5800	PROF/CONSUL/SVCS/OP EXPENSE	1,006,561.00	770,584.97	77%
5801	ADVERTISING	5,000.00	0.00	0%
5802	LEGAL FEES	35,000.00	32,365.91	92%
5806	DATA PROCESSING SERVICES	50,000.00	32,672.57	65%
5840	FINGERPRINTING	1,000.00	450.00	45%
5850	OVERSIGHT	101,687.00	50,290.00	49%
5852	BUSINESS SERVICES	101,687.00	50,290.00	49%
5920	POSTAGE/SHIPPING (OUT)	5,000.00	1,578.22	32%
5930	TELEPHONE	25,000.00	10,039.22	40%
5940	INTERNET	35,000.00	17352.51	50%
Total Services and Other Operating Expenditures		4,270,820.00	3,589,592.29	84%

Total Year To Date Expenditures 12,035,174.00 9,594,065.97 80%

Generated for Tita Fowler (TFOWLER), May 7 2025

83%

NS

**Hidden Lake Properties, Inc. dba Pioneer Commerce Center
11050 Pioneer Trail, Suite 100
Truckee, California 96161**

LEASE EXTENSION AGREEMENT

DATE: March 25, 2025

LANDLORD: Hidden Lake Properties, Inc dba Pioneer Commerce Center

TENANT: Forest Charter School

LEASEHOLD: 10725 Pioneer Trail, Truckee, CA. 96161

Current Lease Termination Date: May 31, 2025

The below signed Tenant wishes to extend the Lease Agreement dated April 3, 2015 regarding the above referenced Leasehold pursuant to the terms and conditions as contained therein between the above Landlord and Tenant.

The new lease term shall commence June 1, 2025 and shall terminate on May 31, 2030. The total period of this extension is five (5) years.

Rent for the period shall be paid monthly in accordance with the Lease Agreement plus Common Area Maintenance (CAM) per Section 14.05 of the Lease and any and all additional amounts pursuant thereto.

The Lease Premises is recorded on file and approved as 7641 square feet. This correction shall be effective as of June 1, 2025. Prior figures reflected 7460 square feet, which is incorrect.

Rental amount shall be \$1.75 per square feet plus common area maintenance fee, which as of January 1, 2025 is .585c per square foot (using 7641 sf).

Tenant acknowledges responsibility to maintain the fenced area, including fence repair and maintenance and landscaping within. This area must be kept clean, orderly and safe. Landlord is not charging a rental fee for this area, but reserves the right to do so in future subsequent lease renewals.

The rental amount shall be adjusted annually at a fixed rate of 3%.

Tenant shall have the ability to terminate this Lease in whole or in part without penalty in the event Tenant's application for renewal of the charter of the Forest Charter School (the "School") is denied by the Nevada County Board of Education ("Chartering Authority") or if Tenant's ability to operate in the Lease Premises is revoked, or its enrollment declines by more than 25% at the local learning center (the "Termination Option"). Tenant may exercise the Termination Option by providing Landlord with written notice of Tenant's intent to exercise the Termination Option no later than 90 days prior to the expiration or termination of Tenant's current charter for the School, or within 10 days following actual notification of the denial or

**Hidden Lake Properties, Inc. dba Pioneer Commerce Center
11050 Pioneer Trail, Suite 100
Truckee, California 96161**

other termination, whichever is later. Such written notice shall also include sufficient evidence of Tenant's denial of charter status by the Chartering Authority or proof of declined enrollment.

All other Terms and Conditions of the Lease Agreement shall remain in full force and effect.

AGREED AND ACCEPTED:

TENANT: Forest Charter School

Meshawn Simmons, Business Director
Date

LANDLORD: Hidden Lake Properties, Inc dba Pioneer Commerce Center

Ciro Mancuso, President
Date

Forest Charter School Job Description

Position Title:	<i>Response To Intervention Tutor</i>
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Salary Placement:	<i>Certificated</i>
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Summary of Position:

This position is offered on a temporary, as-needed basis, determined by student academic support requirements. The Response to Intervention (RTI) Tutor plays a key role in supporting student learning and academic growth under the guidance of a Supervising Teacher. The RTI Tutor provides targeted instructional assistance to help students improve their comprehension of core academic subjects and complete assignments successfully. Responsibilities include working one-on-one or in small groups with students to reinforce instruction, clarify difficult concepts, and build foundational skills.

Additionally, the RTI Tutor may be responsible for communicating with parents and/or guardians to coordinate tutoring sessions, provide updates on student progress, and address scheduling needs. This role requires strong communication skills, adaptability, and a commitment to fostering student success.

Forest Charter School

Job Description

Position Title: *Intervention Coordinator*

Salary Placement: *Stipend*

Summary of Position:

The Early Intervention Coordinator supports students in grades K–8 (with flexibility to support higher grades as needed) by coordinating and implementing early intervention strategies across all learning centers. This position works collaboratively with Supervising Teachers (STs), families, and administrators to ensure students struggling receive timely, effective, and research-based instructional support. The role includes developing intervention plans, organizing resources, analyzing assessment data, and providing training to educators and families to enhance outcomes for students.

Key Responsibilities:

- Collaborate schoolwide with Supervising Teachers (STs) and families to support students requiring early intervention.
- Research and organize intervention materials and instructional resources for ST use.
- Review student assessment data including i-Ready, Lexia, BPST, and RDRS to identify students in need of support.
- Train STs on effective use of assessment tools and intervention strategies.
- Develop and coordinate tutoring schedules/plans for STs to implement with students and their families.
- Contact STs and families of students whose assessment scores suggest a need for intervention.
- Provide guidance and training to parents/guardians to support home instruction.
- Deliver small group or individual intervention sessions as needed, in person or via Zoom.
- Monitor student engagement with online learning platforms (i-Ready, Lexia), supporting STs to ensure focus on areas of need.
- Communicate with school administration when families are unresponsive or resistant to intervention efforts.
- Serve as a second set of eyes for STs to ensure adequate and targeted instructional time is being spent in key reading areas.

Forest Charter School

Job Description

Position Title: *College and Career Data Specialist*

Salary Placement: *Credentialed*

Job Summary:

Under the direction of the College and Career Counselor and the Academic Dean, the College and Career Data Specialist supports student access to, and completion of A-G course requirements, and leads the implementation of the California College Guidance Initiative (CCGI). This temporary, grant-funded position focuses on improving college and career readiness through data-driven planning, system integration, and staff training. ***This is a temporary, part time position.***

Essential Functions:

- Provide training to teachers and staff on college readiness tools and A-G tracking
- Utilize CCGI to support student course planning, track A-G progress, and monitor CSU/UC eligibility
- Assist with integrating A-G requirements into graduation plans
- Maintain accurate student records for use in college and financial aid applications
- Partner with local and regional institutions to enhance college access
- Support the development and integration of Career Technical Education (CTE) pathways to align with college and career readiness goals and A-G requirements
- Maintain the College and Career section of the website
- Perform other related duties as assigned

About CCGI:

The California College Guidance Initiative (CCGI), established under Education Code Section 60900.5, manages CaliforniaColleges.edu—a free, state-funded platform supporting students' college and career planning. Through CCGI, schools can:

- Track and improve A-G completion rates
- Upload student academic data for real-time college eligibility monitoring
- Automatically populate CSU/UC applications, reducing errors and saving time
- Streamline counselor efforts and provide targeted student support
- Validate course catalogs via the Course Management Portal (CMP)
- Enhance long-term schoolwide data practices to support postsecondary success

Physical Demands:

- Frequent: Sitting, walking, standing
- Occasional: Lifting and carrying (up to 25 lbs)
- Infrequent: Pushing and pulling

Forest Charter School

Stipend Salary Schedule

Credentialed Positions

A – G Course Development*	\$500 - \$1000
~~Block Class Teacher Training~~	~~\$50 – \$100~~
Labs	~~\$250~~ – \$750
County Academic Tournament Coordinator	\$500 - \$1000
Curriculum Development*	\$1200
Department Head Stipend	\$1000
ELPAC	\$50 - \$1000
K-8 Block Class Coordinator	~~\$3500~~ – \$4000
Mentor for 1st year ST	\$2000
Mentor for 2nd Year ST	\$500
Mentor for Block Class Instructor	\$250 per semester
~~Technology Coach~~	~~\$3500 – \$5000~~
Special Projects* (assigned by Director)	\$500 – \$5000
SST Coordinator	\$500 - \$2000
Intervention Coordinator	\$4000

Classified Positions

Special Projects* (assigned by Director)	\$500 – ~~\$3500~~ \$5000
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* Requires stipend expectations and deadlines

Charter Council Approved: 5/13/25

Effective: July 1, 2025

Forest Charter School Certificated Salary Schedule - Annual 2025-2026

Supervising Teacher (ST)		
Step 1		\$ 58,243.50
Step 2		\$ 58,243.50
Step 3		\$ 59,067.38
Step 4		\$ 61,884.01
Step 5		\$ 65,439.15
Step 6		\$ 68,056.55
Step 7		\$ 70,438.53
Step 8		\$ 72,907.02
Step 9		\$ 75,455.50
Step 10		\$ 78,096.45
Step 11		\$ 81,103.01
Step 12		\$ 84,117.39
Step 13		\$ 87,170.67
Step 14		\$ 90,223.96
Step 15		\$ 93,277.23
Step 16		\$ 93,277.23
Step 17		\$ 93,277.23
Step 18		\$ 94,499.06
Step 19		\$ 94,499.06
Step 20		\$ 95,720.89
**23-25 Students = 1.0 FTE		
18 Students = Benefits		

Supervising Teacher/K-8 Co-op		
Step 1		\$ 58,243.50
Step 2		\$ 58,243.50
Step 3		\$ 59,067.38
Step 4		\$ 61,884.01
Step 5		\$ 65,439.15
Step 6		\$ 68,056.55
Step 7		\$ 70,438.53
Step 8		\$ 72,907.02
Step 9		\$ 75,455.50
Step 10		\$ 78,096.45
Step 11		\$ 81,103.01
Step 12		\$ 84,117.39
Step 13		\$ 87,170.67
Step 14		\$ 90,223.96
Step 15		\$ 93,277.23
Step 16		\$ 93,277.23
Step 17		\$ 93,277.23
Step 18		\$ 94,499.06
Step 19		\$ 94,499.06
Step 20		\$ 95,720.89
**18-22 Students = 1.0 FTE		
14 Students = Benefits		

Additions To Salary Steps

Master's Stipend \$1,000

College and Career Data Specialist Hourly Rate is based on Credentialed Salary Schedule

Recommend salary schedule be reviewed every 2 -3 years for market comparison and budget sustainability

Last reviewed March, 2024

Comments

1. Full-time ST's are contracted for 185 days (175 students days + 10 Contract Days)
2. ST's are paid on a "per student" or "annual" employment agreement. See Employee Handbook for more details.
3. Full-time annual salary is identified above. FCS does not guarantee an ST will reach, or remain at, full time status if placed on a "per student" employment agreement. Fewer than a 1.0 FTE will impact STRS credit and salary.
4. Full-time ST's earn 10 sick leave days per school year; this is pro-rated for part-time
5. Part-time salaries shall be pro-rated based on FTE
6. ST's do not receive vacation or holiday pay
7. Salary steps reflect one full school year with FCS
8. Initial salary placement is at Executive Director's discretion
9. ST's are Health Benefit eligible at .75 FTE with the following Annual Caps:

Employee	\$8,000
Employee + Child	\$8,760
Employee + Spouse	\$8,760
Employee + Family	\$14,000
7. Anything above the Cap is an employee out-of-pocket expense
8. Dental & Vision are voluntary and are not covered under the Cap

Board Approvals/Revisions

2006/07 - Board Approved 5/16/06

2007/08 - Board revised: 5% COLA

2008/09 - Board revised: Benefit cap increase to \$6500; ES Salary Schedule 08/09 - Provide "range" compensation rather than "per student" compensation; 4/22/08

2008/09 - ES Salary Schedule 08/09 revised to return to "per student" compensation; 12/9/09

2009/10 - No COLA or Step increase
2010/11 - No COLA or Step increase
2011/12 - No COLA or Step increase
2012/13 - Board revised: 3% increase
2013/14 - Board revised: two step increase/ Benefit cap increase to \$7000/Life Ins. Available to all emp/Vision & Dental included under cap; Board approved COLA increase of 1.56%
2014/15 - Board approved COLA increase of .85%; Benefit cap increase to \$7500; 3/18/14.
2015/16 - Board approved COLA increase of 1.02%; 5/26/15
2015/16 - Board approved 16/17 salary schedule. No COLA or Health Cap increase; 3/15/16
2016/17 - /Board approved 5% annual increase effective July 1, 2016
2016/17 - Board approved additional 5 steps. Increase Masters stipend to \$1000 annual. 4/18/17
2017/18 - Board approved corrections to Health Benefit cap. 1/16/18
2017/18 - Board approved 2.5% annual increase. 4/17/18
2019-20 - Board approved 3% annual increase 10-15-19
2021-2022 Board approved 3% annual increase and increase to benefit cap
2022-2023 - Board approved 6% annual increase and increase to benefit cap 4/19/22
2023-2024 - Board approved 6% annual increase

2324-2025 - Board approved changes to step 1 and 2 4/16/24

Charter Council Approved: April 16, 2025

Effective: July 1, 2025



Transitional Kindergarten Certification

Teacher's Name: Brittani Brackett

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

- a. At least 24 units in early childhood education, childhood development, or both.
- b. Professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described in subparagraph (a), as determined by the LEA employing the teacher.
- c. A Child Development Teacher Permit issued by the CTC.

The above teacher has met the following criteria:

- Holds at least 24 units in early childhood education, childhood development, or both.
- Has professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described above, as determined by the LEA employing the teacher.
- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).
- Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Khara Cormia

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

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- Has professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described above, as determined by the LEA employing the teacher.
- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).
- Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Sonia Farone

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

- a. At least 24 units in early childhood education, childhood development, or both.
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- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).

- ☒ Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Emma Goldbeck

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

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- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).
- Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Valerie Hestand Stuart

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

- a. At least 24 units in early childhood education, childhood development, or both.
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The above teacher has met the following criteria:

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- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).

- ☒ Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: 2014/15.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Lindsay Mercado

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

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- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).

- Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: 2014/15.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Scott Namanny

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

- a. At least 24 units in early childhood education, childhood development, or both.
- b. Professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described in subparagraph (a), as determined by the LEA employing the teacher.
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- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).
- Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Loren O'Hanrahan

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

- a. At least 24 units in early childhood education, childhood development, or both.
- b. Professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described in subparagraph (a), as determined by the LEA employing the teacher.
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The above teacher has met the following criteria:

- ☒ Holds at least 24 units in early childhood education, childhood development, or both.
- Has professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described above, as determined by the LEA employing the teacher.
- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).
- Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Kalene Ojeda-Chasigny

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

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- b. Professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described in subparagraph (a), as determined by the LEA employing the teacher.
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- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).

- ☒ Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Jennifer Sheffo

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

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- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).

- ☒ Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Kate Sutton

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

- a. At least 24 units in early childhood education, childhood development, or both.
- b. Professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described in subparagraph (a), as determined by the LEA employing the teacher.
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- Holds a Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC).
- Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____



Transitional Kindergarten Certification

Teacher's Name: Amy Woods

Education Code: EC Section 48000(g)(4) specifies that credentialed teachers who are first assigned to a TK classroom after July 1, 2015, must, by August 1, 2023, meet one of the following criteria:

- a. At least 24 units in early childhood education, childhood development, or both.
- b. Professional experience in a classroom setting with preschool-age children that is comparable to the 24 units of education described in subparagraph (a), as determined by the LEA employing the teacher.
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- Teacher was assigned to teach transitional kindergarten students prior to July 1, 2015: _____.

Teacher's Signature: _____

Date: _____

Business Director Signature: _____

Date: _____

Forest Charter School

Charter Council Meeting Calendar for 2025/2026

Regularly scheduled meeting dates for the Forest Charter School Charter Council are generally held at 5:00 PM in Sequoia (Room #7), located at 470 Searls Avenue, Nevada City, California, 95959, unless otherwise noted. All other learning centers will participate through two-way satellite communication.

Date	Time	Notes
August 26	5:00 PM	
September 16	5:00 PM	
October 7	5:00 PM	
November 4	5:00 PM	
December 9	5:00 PM	**Budget Meeting
January 13	5:00 PM	
February 10	5:00 PM	
March 10	5:00 PM	**Budget Meeting
April 14	5:00 PM	(4/14 is a Tuesday after break. Move to 4/21?)
May 12	5:00 PM	
June 9	5:00 PM	**Budget Meeting

* Special Meeting/Public Hearing

** Budget Meeting

Charter Council Approved: <TBD>