

Forest Charter School

470 Searls Avenue
Nevada City, CA 95959

Monthly Charter Council Meeting Agenda

October 14, 2025

5:05 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=Y2dzdFBFUXdQTUFxazl3bERnZGIYUT09>

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 October 14, 2025, Meeting Agenda
 - B. August 26 and September 16, 2025, Charter Council Meeting Minutes (page 4)
 - C. Contracts (October) (page 11)

D. Warrants (September) (page 8)

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: Ethics Training for the Board—Peter Sagebiel**

Peter will check in with the Board on the assigned Ethics Training.

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

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

7. **Information: Local Control Accountability Plan (LCAP)—Peter Sagebiel**

Peter will provide the Council with an LCAP update.

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

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

9. **Information: 2025/26 Budget and Cash Flow—Meshawn Simmons**

(page 16)

Meshawn will update the Council on the 2025/26 Budget items and Cash Flow.

10. **Information: Forest Charter School Salary Schedules—Peter Sagebiel and Meshawn Simmons**

Peter and Meshawn will discuss the Forest Charter School Salary Schedules.

Action Items:

11. **Action: Forest Charter School 24/25 Prop 28 Annual Report--Meshawn Simmons**

(page 17)

- Should the Council approve the 24/25 Prop 28 Annual Report?

12. **Action: Walker CLAD Declaration of Need Approval--Meshawn Simmons**

(page 18)

- Should the Council approve Rebecca Walker's CLAD Declaration of Need?

13. **Action: Forest Charter School Field Trip Policy--Meshawn Simmons**

(page X)

- Should the Council approve updates to the Forest Charter School Field Trip Policy?

14. Director's Update--Peter Sagebiel

- Political Update
- Staff Meeting - Professional Development
- Other

15. Future Agenda Items

- i-Ready Trends and Comparisons (subgroups)

16. Information: Reminder of Future Meetings

2025: 11/4, 12/9**

2026: 1/13, 2/10, 3/10, 4/21, 5/12, 6/9*, 6/9****

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

17. Action: Adjourn

Forest Charter School

Monthly Charter Council Meeting Minutes – August 26, 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: Peter Sagebiel, Meshawn Simmons, Dawn Anthney, Amber Baker, Makala Clinton, Janice Eggers, Tita Fowler, B.J. Hatcher, Laura Lysen (Foresthill), Amea Medeiros, David Stanger, Gabriella Stockdale, Christine Sween (Auburn), Dan Thiem

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

August 26, 2025, Regular Meeting Charter Council Agenda, June 10, 2025, Regular and Special Meeting Minutes, Contracts, and Warrants were presented for approval.

Amea Medeiros made a motion to approve the Consent Agenda. Amber Baker seconded. All ayes.

Ayes: Amber Baker, Makala Clinton, Amea Medeiros, Gabriella Stockdale, Dan Thiem
Nays: None

4. **Discussion: Other**

None.

Information/Discussion Items:

5. Information: Ethics Training for the Board—Peter Sagebiel, Dan Thiem

Peter and Dan discussed the upcoming Ethics Training for the Board that will be assigned starting tomorrow, 8/27/25, and needs to be completed before the start of the new year, but the board agreed to a November 1st deadline for themselves.

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

Dawn, Janice, and Christine provided learning center updates and year-end wrap-ups. Each campus highlighted back-to-school events full of team building, field games, orientation, and exciting assemblies. It has been a busy and exciting start to the new school year.

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

B.J. informed the Council that we met our 95% CAASPP testing goals! The next i-Ready assessment window has just opened.

8. Information: 2025/26 Budget and Cash Flow—Meshawn Simmons

Meshawn reviewed the 2025/26 budget and cash flow with the Council which will include new one time funding. 24/25 wrapped up on target, and Meshawn will work on closing the books this next month. Enrollment coordinators are working on filling the remaining positions.

Action Items:

9. Action: 25/26 Forest Charter School Conflict of Interest Policy--Peter Sagebiel

The 25/26 Forest Charter School Conflict of Interest Policy was presented for approval.

Amber Baker made a motion to approve the 25/26 Forest Charter School Conflict of Interest Policy. Makala Clinton seconded.

Ayes: Amber Baker, Makala Clinton, Amee Medeiros, Gabriella Stockdale, Dan Thiem

Nays: None

10. Action: 25/26 Forest Charter School Employee Handbook--Meshawn Simmons

The 25/26 Forest Charter School Employee Handbook was presented for approval. Meshawn reviewed the few compliance updates with the Council.

Amee Medeiros made a motion to approve the 25/26 Forest Charter School Employee Handbook. Gabriella Stockdale seconded.

Ayes: Amber Baker, Makala Clinton, Amee Medeiros, Gabriella Stockdale, Dan Thiem

Nays: None

11. Director's Update--Peter Sagebiel

- Political Updates - Review of AB84 and lobbying efforts have made an impact on voting down the most impactful pieces of legislation.
- Staffing Updates - Peter reviewed the remaining SPED staffing updates for the start of the new year.
- Staff Meeting - The first staff meeting was a little different this year to allow staff more time to get settled into the new year with families and students! A staff training session will be included in the next staff meeting.
- Other - None.

12. Future Agenda Items

- Ethics Training for the Board (August 2025)
- i-Ready Trends and Comparisons (subgroups)
- LCAP

13. Information: Reminder of Future Meetings

Dates for the 2025/26 Charter Council meetings were set as follows:

2025: 9/16 (Dan gone), 10/7, 11/4, 12/9**

2026: 1/13, 2/10, 3/10, 4/21, 5/12, 6/9*, 6/9****

***Special Meeting**

****Budget Meeting**

14. Action: Adjourn at 5:30 pm

Respectfully submitted:

Tita Fowler, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Forest Charter School

Monthly Charter Council Meeting Minutes – September 16, 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: Peter Sagebiel, Meshawn Simmons, Dawn Anthney, Amber Baker, Makala Clinton, Janice Eggers, Tita Fowler, B.J. Hatcher, Laura Lysen (Foresthill), Amea Medeiros, David Stanger, Gabriella Stockdale, Christine Sween (Auburn), **Absent:** Dan Thiem

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

September 16, 2025, Regular Meeting Charter Council Agenda, August 26, 2025, Regular and Special Meeting Minutes, Contracts, and Warrants were presented for approval.

August 26, 2025 Meeting Minutes were not presented for approval. Amber Baker made a motion to approve the Consent Agenda, except for the August 26, 2025, Meeting Minutes. Makala Clinton seconded—all ayes.

Ayes: Amber Baker, Makala Clinton, Amea Medeiros, Gabriella Stockdale
Nays: None

4. **Discussion: Other**

None.

Information/Discussion Items:

5. Information: Ethics Training for the Board—Peter Sagebiel, Dan Thiem

Peter reminded the Board of the Ethics Training requirement that needs to be completed before the start of the new year (2026). The training has been assigned and will be resent to anyone who has not completed the training. Forest Charter has set an 11/1/25 due date.

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

Dawn, Janice, and Christine provided learning center updates for the start of the year, which include several fun field trips across most campuses. Dawn highlighted the kick-off of the Wednesday K-8 Enrichment, PACE projects, and how one IS family is using the humanities to bridge their academics. Janice highlighted how students on the Truckee campus are getting into the community, doing field studies, and exploring local historical sites to support their classroom studies. Christine reported that although their scheduled field trip was unfortunately canceled both Auburn and Foresthill campuses are off to a great start.

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

B.J. provided the Council with an update on student achievement and clarified that I-Ready Pro is for grades above 6th grade.

8. Information: 2025/26 Budget and Cash Flow—Meshawn Simmons

Meshawn reviewed the 2025/26 budget, cash flow, and financial activity with the Council. Everything is on track, and any adjustments needed will be looked at 1st interim.

Action Items:

9. Action: 25/26 Forest Charter School K-8 Enrichment Coordinator Salary Schedule--Peter Sagebiel

The revised 25/26 Forest Charter School K-8 Enrichment Coordinator Salary Schedule was presented to the board for approval.

Gabriella Stockdale made a motion to approve the 25/26 Forest Charter School K-8 Enrichment Coordinator Salary Schedule. Amber Baker seconded.

Ayes: Amber Baker, Makala Clinton, Ameer Medeiros, Gabriella Stockdale

Nays: None

10. Action: 2024/25 Education Protection Account (EPA) Actuals--Meshawn Simmons

Meshawn reviewed the 2024/25 Education Protection Account (EPA) Actuals with the Council.

Amber Baker made a motion to approve the 2024/25 Education Protection Account (EPA) Actuals. Gabriella Stockdale seconded.

Ayes: Amber Baker, Makala Clinton, Ameer Medeiros, Gabriella Stockdale
Nays: None

11. Action: 2024/25 Unaudited Actuals--Meshawn Simmons

Meshawn reviewed the Forest Charter School 2024/25 Unaudited Actuals with the Council.

Gabriella Stockdale made a motion to approve the Forest Charter School 2024/25 Unaudited Actuals. Amber Baker seconded.

Ayes: Amber Baker, Makala Clinton, Ameer Medeiros, Gabriella Stockdale
Nays: None

12. Director's Update--Peter Sagebiel

- Political Updates - Review of AB84, which has been tabled, and AB414 which passed and has now been sent to the governor for a signature.
- Fall Safety Drills have started across all campuses.
- Other - None.

13. Future Agenda Items

- i-Ready Trends and Comparisons (subgroups)

14. Information: Reminder of Future Meetings

Dates for the 2025/26 Charter Council meetings were set as follows:

2025: 10/14, 11/4, 12/9**

2026: 1/13, 2/10, 3/10, 4/21, 5/12, 6/9*, 6/9****

***Special Meeting**

****Budget Meeting**

15. Closed Session

The Council met in Closed Session in compliance with the Brown Act restrictions to discuss pending litigation. No action was taken.

16. Action: Adjourn at 5:55 pm

Respectfully submitted:

Tita Fowler, Secretary

Date

Charter Council Approved:

Dan Thiem, Chair

Date

Contracts to be approved: (October 2025)

<u>Hourly:</u>		
Naszady, Joan	\$360	RTI Tutor
Clark, Susan	\$400	RTI Tutor
Baggett, Ella	\$8549	Instructional Aide
Baggett, Ella	\$3522.60	Enrichment Aide

Checks Dated 09/01/2025 through 09/30/2025					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
26-471964	09/05/2025	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		6,451.79 /
26-471965	09/05/2025	B & C ACE HOME CENTER	01-4300		181.22
26-471966	09/05/2025	BRUCE MAIRS	01-5800		4,002.85
26-471967	09/05/2025	DE LAGE LANDEN FINCL SRV INC	01-5600		1,991.78
26-471968	09/05/2025	FOREST CHARTER REVOLVING	01-4300		112.50
26-471969	09/05/2025	SITELINE ARCHITECTURE	01-5800		676.25
26-471970	09/05/2025	STUDIES WEEKLY	01-4300		2,156.12
26-471971	09/05/2025	TEACHERS CURRICULUM INSTITUTE	01-5800		1,619.79
26-471972	09/05/2025	UC SCOUT	01-5800		2,793.00
26-471973	09/05/2025	ZOOM COMMUNICATIONS INC.	01-5800		1,800.00
26-472310	09/12/2025	ALL ABOUT LEARNING PRESS INC	01-4300		382.41
26-472311	09/12/2025	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300	18,825.33	/
			01-4700	350.30	
			01-5800	57.94	19,233.57
26-472312	09/12/2025	ANTHEM BLUE CROSS	01-9514		55,206.06 /
26-472313	09/12/2025	AUTISM OASIS	01-5800		1,596.00
26-472314	09/12/2025	B & C ACE HOME CENTER	01-4300		119.50
26-472315	09/12/2025	BRIGHT THINKER INC.	01-5800		2,100.00
26-472316	09/12/2025	BYU CONTINUING EDUCATION	01-5800		1,922.40
26-472317	09/12/2025	ESSENTIALS IN WRITING	01-4300	283.13	
			Unpaid Tax	23.08-	260.05
26-472318	09/12/2025	FOREST CHARTER REVOLVING	01-4300		67.50
26-472319	09/12/2025	GPE	01-5400		5,357.00
26-472320	09/12/2025	JACKRIS PUBLISHING	01-4300	123.92	
			Unpaid Tax	10.10-	113.82
26-472321	09/12/2025	LAKESHORE LEARNING MATERIALS	01-4300		242.70
26-472322	09/12/2025	LEXIA LEARNING SYSTEMS LLC	01-5800		368.00
26-472323	09/12/2025	LOGIC OF ENGLISH INC	01-4300		39.86
26-472324	09/12/2025	NEVADA COUNTY SUPERINTENDENT	01-9514		4,007.04
26-472325	09/12/2025	ORIGO EDUCATION INC	01-4300		478.85
26-472326	09/12/2025	PACIFIC GAS & ELECTRIC COMPANY	01-5510	40.38	
			01-5520	2,778.32	2,818.70
26-472327	09/12/2025	R&B COMMUNICATIONS	01-5800		395.00
26-472328	09/12/2025	RAINBOW RESOURCE CENTER	01-4300		1,527.26
26-472329	09/12/2025	READ NATURALLY INC	01-5800		780.00
26-472330	09/12/2025	SEBASTIAN	01-5930	119.33	
			01-5940	61.72	181.05
26-472331	09/12/2025	SINGAPORE MATH INC	01-4300		988.42
26-472332	09/12/2025	T-MOBILE	01-5800		275.79
26-472333	09/12/2025	TAHOE TOTAL HOME CARE DBA ALPE NGLOW	01-5800		2,970.00
26-472334	09/12/2025	TEACHERS CURRICULUM INSTITUTE	01-4300		498.04

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 09/01/2025 through 09/30/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
26-472335	09/12/2025	TEACHING TEXTBOOKS INC	01-4300	77.00	
			01-5800	72.95	149.95
26-472336	09/12/2025	THE CLEANING SOLUTION	01-5800		2,930.00
26-472337	09/12/2025	The Ridge GC LLC	01-5800		1,265.00
26-472338	09/12/2025	Time4Learning	01-5800		399.50
26-472339	09/12/2025	TRUCKEE DONNER PUBLIC UTILITY REMITTANCE CENTER	01-5520	594.38	
			01-5540	159.11	753.49
26-472340	09/12/2025	UC SCOUT	01-5800		399.00
26-472341	09/12/2025	US BANK CORPORATE PAYMENT SYS	01-4300	5,008.56	
			01-5210	945.00	
			01-5800	975.70	
			01-5920	90.67	
			Unpaid Tax	56.94-	6,962.99 ✓
26-472342	09/12/2025	VISTA HIGHER LEARNING	01-4300		6,775.14 ✓
26-472343	09/12/2025	WAVE	01-5930	8.45	
			01-5940	104.34	112.79
26-472344	09/12/2025	YESHIVA DERECH HATORAH	01-4300	236.04	
			Unpaid Tax	19.24-	216.80
26-472345	09/12/2025	YOUNG MINNEY & CORR LLP	01-5801		72.00
26-472346	09/12/2025	ZANER-BLOSER	01-4300		98.09
26-472624	09/19/2025	Airco Mechanical Inc	01-5800		437.00
26-472625	09/19/2025	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		4,701.33
26-472626	09/19/2025	AT&T	01-5930		31.12
26-472627	09/19/2025	B & C ACE HOME CENTER	01-4300		47.53
26-472628	09/19/2025	BRIGHT THINKER INC.	01-5800		600.00
26-472629	09/19/2025	CARRIE BLANCHE MORRIS DBA MASTERPIECE ART ACADEMY	01-5800		1,946.50
26-472630	09/19/2025	CITY OF NEVADA CITY	01-5540	388.00	
			01-5550	136.36	524.36
26-472631	09/19/2025	COMCAST	01-5930	318.61	
			01-5940	26.43	345.04
26-472632	09/19/2025	CORINA LOVING-MILLS	01-5220		89.60
26-472633	09/19/2025	CURRICULUM ASSOCIATES, LLC	01-5800		3,100.00
26-472634	09/19/2025	DENISON ALGEBRA	01-5800		175.00
26-472635	09/19/2025	EZ WAY DRIVING SCHOOL	01-5800		295.00
26-472636	09/19/2025	HEATHER GROVE	01-5800		120.00
26-472637	09/19/2025	JJR Enterprises FILE 2388	01-4300		288.51
26-472638	09/19/2025	KAREN JANSON DBA DANCE NATURAL CREATIVE COMPLEX	01-5800		150.00
26-472639	09/19/2025	MINERS HARMONY MUSIC STORE	01-5800		195.00
26-472640	09/19/2025	PACIFIC GAS & ELECTRIC COMPANY	01-5510	8.65	
			01-5520	182.44	191.09
26-472641	09/19/2025	PAMELOT A SCHOOL OF DANCE	01-5800		93.00

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.

Checks Dated 09/01/2025 through 09/30/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
26-472642	09/19/2025	PARAGON PEST CONTROL	01-5800		70.00
26-472643	09/19/2025	RICHARD T KIRKPATRICK	01-5800		80.00
26-472644	09/19/2025	SOUTHWEST GAS CORPORATION	01-5510		22.56
26-472645	09/19/2025	STATE OF CA DOJ DEPT OF JUSTICE/ CASHIER UNIT	01-5840		147.00
26-472646	09/19/2025	THE ALGEBROS	01-5800		400.00
26-472647	09/19/2025	WILLIAM M BREWER DBA GRASS VAL LEY SIGN	01-4300		1,204.54
26-473048	09/26/2025	ALL ABOUT LEARNING PRESS INC	01-4300		244.58
26-473049	09/26/2025	AMAZON.COM AMAZON CAPITAL SERVICES INC	01-4300		1,207.94
26-473050	09/26/2025	ART OF PROBLEM SOLVING	01-4300		647.49
26-473051	09/26/2025	B & C ACE HOME CENTER	01-4300		17.62
26-473052	09/26/2025	BRAVE WRITER LLC	01-5800		79.80
26-473053	09/26/2025	CANYON VIEW ASSEMBLY	01-5600		2,200.00
26-473054	09/26/2025	EZ WAY DRIVING SCHOOL	01-5800		45.00
26-473055	09/26/2025	FOREST CHARTER REVOLVING	01-4300		112.50
26-473056	09/26/2025	INSTITUTE FOR EXCELLENCE/IN WR ITING	01-4300		639.10
26-473057	09/26/2025	JAN TURTON'S MUSIC	01-5800		520.00
26-473058	09/26/2025	K&T MANAGEMENT	01-5600		2,200.00
26-473059	09/26/2025	LAKESHORE LEARNING MATERIALS	01-4300		43.84
26-473060	09/26/2025	LEARNING WITHOUT TEARS	01-4300		570.47
26-473061	09/26/2025	LITTLE BIRD MUSIC, INC.	01-5800		282.00
26-473062	09/26/2025	LOGIC OF ENGLISH INC	01-4300		69.64
26-473063	09/26/2025	MATH U SEE INC	01-4300		92.51
26-473064	09/26/2025	NEVADA CITY SCHOOL DISTRICT	01-5600		15,000.00 ✓
26-473065	09/26/2025	ORIGO EDUCATION INC	01-4300		47.90
26-473066	09/26/2025	PIONEER COMMERCE CENTER	01-5600		17,841.74 ✓
26-473067	09/26/2025	PRESTWICK HOUSE	01-4300		58.74
26-473068	09/26/2025	RAINBOW RESOURCE CENTER	01-4300		577.31
26-473069	09/26/2025	SCHOOL PATHWAYS LLC	01-5806		2,500.00
26-473070	09/26/2025	SINGAPORE MATH INC	01-4300		2,016.02
26-473071	09/26/2025	SITELINE ARCHITECTURE	01-5800		463.75
26-473072	09/26/2025	TEACHERS CURRICULUM INSTITUTE	01-5800		642.00
26-473073	09/26/2025	TEACHING TEXTBOOKS INC	01-4300		106.92
26-473074	09/26/2025	ZORANA RANDJELOVIC-FLORES	01-5800		340.00
Total Number of Checks			98		<u>207,670.12</u>

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	FOREST CHARTER	98	207,779.48

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 09/01/2025 through 09/30/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
		Total Number of Checks	98	207,779.48	
		Less Unpaid Tax Liability		109.36-	
		Net (Check Amount)		207,670.12	

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.

FOREST CHARTER SCHOOL FY 25-26

Fiscal Year 2025/26 Through 10/7/25

Object	Description	Revised Budget	Revenue	% Rcvd
Total Year To Date Revenues		12,741,735.00	1,954,413.45	15%

Object	Description	Revised Budget	Actual	% Used
Total Certificated Salaries		4,283,107.00	681,151.52	16%
Total Classified Salaries		1,111,849.00	210,035.95	19%
Total Employee Benefits		1,876,515.00	278,026.30	15%

Books and Supplies

4300	MATERIALS AND SUPPLIES	377,194.00	137,360.08	36%
4400	NON CAPITALIZED EQUIPMENT	3,000.00	0.00	0%
4700	FOOD	10,000.00	350.30	4%
Total Books and Supplies		390,194.00	56,184.07	14%

Services and Other Operating Expenditures

5100	SUBAGREEMENTS FOR SERVICES	2,268,263.00	690,672.32	30%
5210	CONFERENCE	11,000.00	4,180.00	38%
5220	MILEAGE REIMBURSEMENT	4,500.00	238.70	5%
5300	DUES AND MEMBERSHIPS	20,000.00	0.00	0%
5400	INSURANCE	75,000.00	43,092.17	57%
5510	GAS HEATING/FUEL	15,000.00	171.73	1%
5520	ELECTRICITY	30,000.00	5,895.02	20%
5540	WATER	6,500.00	1,058.04	16%
5550	SEWER	1,000.00	272.72	27%
5570	GARBAGE	4,500.00	892.48	20%
5600	RENT,LEASES,REPAIRS/NON CAP	445,000.00	153,318.47	34%
5800	PROF/CONSUL/SVCS/OP EXPENSE	1,357,785.00	156,006.15	11%
5801	ADVERTISING	5,000.00	72.00	1%
5802	LEGAL FEES	35,000.00	1,558.50	4%
5806	DATA PROCESSING SERVICES	50,000.00	18,467.53	37%
5840	FINGERPRINTING	1,000.00	196.00	20%
5850	OVERSIGHT	106,251.00	0.00	0%
5852	BUSINESS SERVICES	106,251.00	0.00	0%
5920	POSTAGE/SHIPPING (OUT)	3,500.00	687.98	20%
5930	TELEPHONE	15,000.00	2,323.13	15%
5940	INTERNET	25,000.00	577.61	2%
Total Services and Other Operating Expenditures		4,585,550.00	1,079,680.55	24%

Total Year To Date Expenditures		12,247,215.00	2,386,604.70	19%
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Proposition 28: Arts and Music in Schools Funding

Annual Report

Fiscal Year 2024-25

Name: Forest Charter

CDS Code: 2910298-0126219

Charter School Number: 1427

Allocation Year: 2024-25, 2023-24

1. Narrative description of the Prop 28 arts education program(s) funded. (2500 character limit).

Forest Charter used Prop 28 arts education funds to purchase additional art and music supplies.

2. Number of full-time equivalent teachers (certificated). 0.0

3. Number of full-time equivalent personnel (classified). 0.0

4. Number of full-time equivalent teaching aides. 0.0

5. Number of students served. 400

6. Number of school sites providing arts education. 3

Date of Approval by Governing Board/Body 10/14/2025 12:00:00 AM

Annual Report Data URL

<https://forestcharter.com/wp-content/uploads/2024/09/Proposition-28-Spending-Plan-1.pdf>

Submission Date 9/19/2025 3:07:08 PM



Credential Information Alert

DATE:

June 10, 2021

NUMBER:

21-03

SUBJECT: Declaration of Need Guidance and Updates

Summary:

The purpose of this Credential Information Alert (CIA) is to provide information regarding the Declaration of Need (DON) including guidance for charter schools who wish to apply for emergency documents.

Key Provisions:

The Declaration of Need (DON) is an annual document required by an employing local education agency as a prerequisite to the issuance of any emergency permit and/or limited assignment permit for that agency. The DON is established by California Code of Regulations §80026. This regulatory section was recently amended to align with statute requiring parity in credentialing requirements between charter schools and other public schools. The updates to the language are now complete and all employing agencies, including charter schools, must comply with the regulation to be eligible to apply for any emergency and/or limited assignment permit restricted to their organization. Additionally, there is also an update to the CL-500 form to accurately comply with the regulation.

The updated CL-500 form must be used for any DON submissions received after the date of this CIA. If a DON for 2021-2022 has already been submitted it is not necessary to resubmit or update the information.

Charter Schools:

Prior to the passage of Assembly Bills (AB) 1505 (Chap. 486, Stats. 2019) and 1219 (Chap. 782, Stats. 2019), charter schools were not subject to the same credentialing provisions and assignment monitoring regiment as non-charter public schools. As of January 1 2020, these

pieces of legislation went into effect, and the certification requirements are more aligned. Furthermore, assignment options at these schools were broadened, as Education Code §47605(l) was amended to provide charter schools the ability to request emergency permits or waivers from the Commission on Teacher Credentialing for individuals in the same manner as school districts.

These documents include Provisional Internship Permits, Short-Term Staff Permits, Emergency Cross-cultural, Language and Academic Development (CLAD) permits, and Variable Term Waivers. These documents allow qualified individuals to be legally authorized to serve in their teaching assignment while they are working towards completing the credential requirements for the appropriate teaching credential for the educator's assignment.

CL-500:

The Commission's CL-500 form was created to allow employing agencies to meet the DON submission requirements. While the regulation always required the agency to provide an estimate of how many General Education Limited Assignment Permits they anticipate needing, the form has been updated to include the subject(s) anticipated for those permits. As of the date of this CIA, any new DON submissions must use the new form and include the subject information.

References:

CL-500 Declaration of Need form

<https://www.ctc.ca.gov/docs/default-source/cig-leaflets/cl500.pdf>

Contact Information:

Credential questions can be directed to the Commission's Information Services Unit at credentials@ctc.ca.gov.



State of California
Commission on Teacher Credentialing
Certification Division
651 Bannon Street, Suite 601
Sacramento, CA 95811

Email: DON@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 25/26

Revised Declaration of Need for year: 25/26

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Forest Charter School District CDS Code: 29 10298 0126219

Name of County: Nevada County County CDS Code: 29 10298 0000000

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 10/14/25 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► Enclose a copy of the board agenda item

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2026.

Submitted by (Superintendent, Board Secretary, or Designee):

Meshawn Simmons

Name

Signature

Business Director

Title

(530) 265-4823

Fax Number

Telephone Number

10/07/2025

Date

470 Searls Ave., Nevada City, CA 95959

Mailing Address

msimmons@forestcharter.com

Email Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>

Mailing Address

E-Mail Address

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

1

Bilingual Authorization (applicant already holds teaching credential)

List target language(s) for bilingual authorization:

Resource Specialist

Teacher Librarian Services

Emergency Transitional Kindergarten (ETK)

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☐ Yes ☒ No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program?

☐ Yes ☒ No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

