

BLUE OAK CHARTER SCHOOL
450 W. East Ave., Chico, CA 95926
Charter Council
Regular Meeting

Tuesday, January 8th, 2013

APPROVED MINUTES

OPEN SESSION - 6:00 PM

1. CALL MEETING TO ORDER

Chair called the meeting to order at 6:09pm

2. INVOCATION

3. ROLL CALL OF COUNCIL MEMBERS

	Present	Absent
Tighe O'Neill	<u> x </u>	_____
Heather Altfeld	<u> x </u>	_____
Louthea Griffin	<u> x </u>	_____
Lyn Herrod	<u> x </u>	_____
Claire Hutkens Seda	<u> x </u>	_____
Jeff Plotnick	<u> x </u>	_____
Eric Berg	<u> x </u>	_____

4. AGENDA MODIFICATIONS

Time pending - Salary Comparison (in Item 6.1) may be discussed in further detail at the end of the meeting.

5. AUDIENCE TO ADDRESS THE COUNCIL

No address

6. REPORTS

6.1 Administrative

Board Workshop topics and ideas -

Nathan reminded Board that they had expressed interest in having 'workshop topics', possibly as an additional meeting (every other month - February, April, June) to learn about various topics. Topic suggestions: Waldorf Methods, School Budget/Finance

Salary Comparison - (item moved to next meeting)

Current enrollment policy and protocol / Enrollment goals -

Nathan presented the policy as determined by our Charter. Processes are currently under review and will be discussed in more detail at the February meeting.

CUSD board meeting Wednesday, January 23rd 6pm -

John Bohannon is touring the school with guests on January 15th. Jerry Simmons will be in attendance for the Board Meeting.

Discussion regarding Jan 7th classroom fire. Clarification regarding incident provided. Extinguishers are being replaced and will be used for teacher training.

6.2 Parent Council Report

No report

6.3 Teacher Report

Ms. Welch provided student main lesson books for Board review

6.4 Committee Reports

- Charter Review- work completed for the 23rd of January CUSD hearing/ decision
- Finance/Budget Update - No finance committee meeting in December. CSMC has provided Board Report. Next meeting scheduled for January 22nd.
- Blue Oak School Foundation - Met January 7th. Meetings will be held every 1st Wed. Next mtg. is scheduled for February.

Foundation has approved grant for reimbursement to Librarian for book purchase.

- Title 1 Site Council - Our school is required to hold an annual site council meeting for review of our support for poverty population. State requires parent buy-in of services to the school. Discussion regarding serving needy population during times of no school.

7. CONSENT AGENDA

7.1 Approval of December 4th Regular meeting minutes & December 11th Special Minutes

Jeff moved to approve the consent agenda. Louthea seconded. Roll call vote passed motion.

Roll call vote:

	Aye	Nay
Tighe O’Neill	<u> x </u>	_____
Heather Altfeld	<u> x </u>	_____
Louthea Griffin	<u> x </u>	_____
Lyn Herrod	<u> x </u>	_____
Claire Hutkens Seda	<u> x </u>	_____
Jeff Plotnick	<u> x </u>	_____

Eric Berg x _____

8. UNFINISHED BUSINESS

8.1 Teacher Training Presentation - Proposal for 2013-14 budget and professional development

Nathan presented training budget for current school year. We have used 2/3 of training budget. Next year's budget allowance will be determined by which training option is chosen. Presentation from Steiner was cancelled. Discussion moved to February Board Meeting.

8.2 Administrative Review Process- committee, tools, time line, Etc.

Louthea clarified the Principal review procedure. Nathan endorses the tool as presented. Procedure for termination was kept in mind during the development of the tool so that the Board can fairly evaluate administration and acquire a longitudinal view of performance of an employee over time. Intention of tool is to support administration in becoming better administrators.

Claire moved to accept the Employee Evaluation tool version 4.2 as written. Heather seconded.

Ayes 7 Nays 0 Abstained 0 – *motion carried*

Process for compiling review was discussed. Jeff views the February meeting as an opportunity to check in with the administrators and discuss the use the end-of-year survey to embed questions for a more complete evaluation at year's end.

9. NEW BUSINESS

9.1 School Safety Plans and Drills - current policies, recommendations for future policies, communication about school safety

Nathan discussed the possible revision of our safety procedures. Our current policies are considered by law enforcement to be the best practices. Phone system is now in place & enables front office to reach every classroom at one time. An incident response flow chart with responsibilities could be added for clarification. Request made for more training for adults regarding safety procedures.

2. Review of Janitorial Schedule Hours and duties -

Nathan discussed current custodial coverage - 10 hours/day between Jim & Matt (through county work experience program). Matt is leaving in two weeks. WEX has another candidate available for us to put in Matt's place. Interview, fingerprints & TB clearance pending. Recommendation for next year is keeping Jim & adding a second full-time custodian - budget considerations include benefits.

3. Board Policy- Board member attendance

Heather addressed the Board.

The meeting will now convene to closed session to discuss the following matters described in Section 10

Break called at 8:09pm prior to moving into closed session.

10. CLOSED SESSION

Closed session entered into at 8:14pm

10.1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to sub-division 3(A) of section 54956.9: plaintiff unknown

11. PUBLIC SESSION

Reconvene to open session: The meeting was reconvened to open session at 9:07pm.

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION:

No action taken in closed session.

12. FUTURE CHARTER COUNCIL MEETING

12.1 Date of Next Meeting February 5th, 2013, 6:00pm

Tighe O'Neill will not be attending. Heather will Chair meeting.

12.2 Date of CUSD School Board meeting for Charter Renewal Jan. 23rd 6pm Chico city council chambers

13. COMMENTS FROM THE CHARTER COUNCIL - Agenda items for next meeting

Admission Process review

Service of needy population during School breaks

Teacher training schedule for 2013-14 school year

Formalized process for soliciting input to include in the end-of-year evaluation of the administrator.

Two closed session items for employee reviews

14. ADJOURNMENT

Chair adjourned the meeting at 9:10pm