

BLUE OAK CHARTER SCHOOL
450 W. East Ave., Chico, CA 95926
Charter Council
REGULAR MEETING

Tuesday, February 10th, 2015 – 6 PM

APPROVED MINUTES

OPEN SESSION – 6:00 PM

1. OPENING

1.1 Call Meeting to Order

Chair called the meeting to order at 6:03pm

1.2 Invocation – School Vision & Mission Statement

Vision - To be a model for successful education of the whole child.

Mission - To nurture and deepen each child's academic and creative capacities using methods inspired by Waldorf education in a public school setting.

1.3 Roll Call of Council Members

	Present	Absent
Louthea Griffin	<u> x </u>	_____
Lyn Harrod	<u> x </u>	_____
Brian Lindaman	<u> x </u>	_____
Pamela Boeger	<u> x </u>	_____
Jonathan 'Joc' Clark	<u> x (7:25pm) </u>	_____
Lloyd Dowell	<u> x </u>	_____
Gregor Krause	<u> x </u>	_____

2. AUDIENCE TO ADDRESS THE COUNCIL

No audience address

3. CLOSED SESSION : Governance

Chair moved into closed session at 6:10pm

PUBLIC EMPLOYEE PERFORMANCE EVALUTAION

Title: Executive Director - Pursuant to section 54957

Report out from closed session – the Board has approved performance review for ED for 7/14 – 12/14. Roll call vote unanimously yea. Review will be conveyed to N. Rose on 2/11.

4. OPEN SESSION – 6:50

4.1 Agenda Modifications

Pull Item 5.1 and 5.3 from consent agenda

5. CONSENT AGENDA

- 5.2 Review of Monthly Financial Statements – Balance Sheet, Income Statement, Cash Flow, Budget to Actual Report
- 5.4 Approval Overnight field trip Cullen 5th grade Jug Handle Environmental Studies March 23rd-25th
- 5.5 Approval of Employee Unpaid Leave Kitchen Aide-Gabrielle Selko

L. Harrod moved to approve the consent agenda. P. Boeger seconded.

	Aye	Nay	Abstain
Louthea Griffin	<u> x </u>	_____	_____
Lyn Harrod	<u> x </u>	_____	_____
Brian Lindaman	<u> x </u>	_____	_____
Pamela Boeger	<u> x </u>	_____	_____
Lloyd Dowell	<u> x </u>	_____	_____
Gregor Krause	<u> x </u>	_____	_____

Motion passed unanimously.

- 5.1 Approval of minutes from 1/13/15 Meeting
 Edit in attendees required

- 5.3 Review of P1 Report
 Inquiry and discussion about Average Daily Attendance (ADA) funding vs. budgeting vs. enrollment

B. Lindaman moved to approve the P1 Report. G. Krause seconded.

	Aye	Nay	Abstain
Louthea Griffin	<u> x </u>	_____	_____
Lyn Harrod	<u> x </u>	_____	_____
Brian Lindaman	<u> x </u>	_____	_____
Pamela Boeger	<u> x </u>	_____	_____
Lloyd Dowell	<u> x </u>	_____	_____
Gregor Krause	<u> x </u>	_____	_____

Motion passed unanimously.

6. STUDENT ACHIEVEMENT

N. Rose stated that a presentation will occur in March regarding the roll out of testing and how that is being managed with the computers this year.

7. ADMINISTRATION

7.1 Approval of Renewal for Toshiba Contract (Rose)

N. Rose described the upgrade to color copier that has reached maximum recommended copies and new lease requested.

L. Harrod moved to approve the renewal of Toshiba contract. L. Dowell seconded.

	Aye	Nay	Abstain
Louthea Griffin	<u> x </u>	_____	_____
Lyn Harrod	<u> x </u>	_____	_____
Brian Lindaman	<u> x </u>	_____	_____
Pamela Boeger	<u> x </u>	_____	_____
Lloyd Dowell	<u> x </u>	_____	_____
Gregor Krause	<u> x </u>	_____	_____

Motion passed unanimously.

7.2 Approval of Audit Services Proposal K-COE/Isom 3 year (Rose)

N. Rose described change in ownership of audit company. Recommended approval of audit proposal with company that knows our operation practices. Contract will run through 2018 (our current Charter term). L. Griffin requests that Blue Oak refrain from entering into contracts that exceed the term of our current charter.

B. Lindaman moved to approve the 3-year K-COE audit proposal. P. Boeger seconded.

	Aye	Nay	Abstain
Louthea Griffin	<u> x </u>	_____	_____
Lyn Harrod	<u> x </u>	_____	_____
Brian Lindaman	<u> x </u>	_____	_____
Pamela Boeger	<u> x </u>	_____	_____
Lloyd Dowell	<u> x </u>	_____	_____
Gregor Krause	<u> x </u>	_____	_____

Motion passed unanimously.

7.3 Approval of Admin Team job descriptions and organization chart (Rose)

N. Rose described process, spanning more than three years, vetted through all stakeholder groups and two formal advisory committees. Discussion of positions and job responsibilities followed. Edits to job descriptions recommended. L. Griffin requested a clear procedure for hiring be documented and made formal policy, e.g., committee including all stakeholders, executive director recommendation to board for approval of senior administration positions.

N. Rose to bring a draft hiring policy to next board meeting. Discussion regarding number of work days that equal ‘full-time’ for senior administration contracts (standard commonly 200 days). J. Clark requested clarification regarding the Principal position and the status of the temporary appointment of Student Services Director. Evaluation of current structure needed. Feedback from parents and District is that it is working well. J. Clark concerned that what is happening for next school year is in keeping with the decision the Board previously made. June 2014 minutes will be reviewed.

L. Dowell moved to approve the Admin Team job descriptions with note changes and organization chart dated June 2014. P. Boeger seconded.

Discussion about scope and significance of approval. Evaluation, perhaps by survey, is needed of existing structure. Approval for 15-16 school year proposed and review of evaluation to determine if Principal search is needed.

	Aye	Nay	Abstain
Louthea Griffin	<u> x </u>	_____	_____
Lyn Harrod	<u> x </u>	_____	_____
Brian Lindaman	_____	_____	<u> x </u>
Pamela Boeger	<u> x </u>	_____	_____
Jonathan ‘Joc’ Clark	_____	<u> x </u>	_____
Lloyd Dowell	<u> x </u>	_____	_____
Gregor Krause	_____	_____	<u> x </u>

Motion passed.

7.4 Uniform Complaint Policy and new Form – approval of form (Griffin/Rose)
 Discussion regarding adopting more usable complaint form, modified from CUSD form.

P. Boeger moved to approve the Uniform Complaint Policy and new Form with the following modification: Executive Director replaces the phrase Executive Coordinator. B. Lindaman seconded.

	Aye	Nay	Abstain
Louthea Griffin	<u> x </u>	_____	_____
Lyn Harrod	<u> x </u>	_____	_____
Brian Lindaman	<u> x </u>	_____	_____
Pamela Boeger	<u> x </u>	_____	_____
Jonathan ‘Joc’ Clark	<u> x </u>	_____	_____
Lloyd Dowell	<u> x </u>	_____	_____
Gregor Krause	<u> x </u>	_____	_____

Motion passed unanimously.

7.5 Review Teacher Evaluation committee timeline for re-hire/teacher placement (Griffin)
Discussion regarding date of notification for 2015-16 teacher placements. On March 11th senior administration and faculty co-chairs meet to discuss placement. Week of March 16 – 20, N. Rose meets with each teacher to inform them of placement. Board notification of any potential non-renewal would occur at April meeting accompanied by team documentation. Discussion about philosophy of taking classed from year 1 to year 8 vs. looping 2- 4 grades. Committee is continuing to meet.

8. GOVERNANCE

8.1 Section 7 Keeping the Board Out of Trouble pages 161-172 “Charter School Board University - An Introduction to Effective School Governance” by Brian L. Carpenter, Ph.D. - *Assignment for March Board Meeting – Section 8 Leading for the Future*

Item tabled for next month – brief comment that we are doing well with regard to the topics distinguished in this chapter.

9. FUTURE CHARTER COUNCIL MEETING

9.1 Date of next Regular Meeting – Tuesday, March 10th 2015

10. COMMENTS FROM THE CHARTER COUNCIL – Agenda items for next meeting

June Minutes for review regarding Student Services Dir. vs. Principal
Discuss evaluation of current structure of administration
Draft of procedures for formal hiring policy
Plan for visioning/Town Hall meeting discussed in facilities committee
Facilities Committee
Executive Director role clarification

11. ADJOURNMENT

Chair moved to adjourn meeting at 8:21pm