

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

**Tuesday, February 11th, 2014**

**UNAPPROVED MINUTES**

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**OPEN SESSION - 5:30 PM**

**1. CALL MEETING TO ORDER**

Chair called the meeting to order at 5:30pm

	Present	Absent
Jeff Plotnick	<u>  x  </u>	<u>    </u>
Heather Halterbeck	<u>  x  </u>	<u>    </u>
Louthea Griffin	<u>  x  </u>	<u>    </u>
Lyn Herrod	<u>  x  </u>	<u>    </u>
Jonathan 'Joc' Clark	<u>  x  </u>	<u>    </u>
Dave Lunde	<u>  x  </u>	<u>    </u>
Rebekah Casey	<u>  x  </u>	<u>    </u>

**2. CLOSED SESSION**

**2.1 PUBLIC EMPLOYEE PERFORMANCE EVALUTAION**

Title: Executive Director - Pursuant to section 54957

**2.2 PUBLIC EMPLOYEE PERFORMANCE EVALUTAION**

Title: Principal - Pursuant to section 54957

**REPORT OUT OF CLOSED SESSION INCLUDING ACTIONS TAKEN WITH ROLL CALL VOTE**

No action taken in closed session

**OPEN SESSION 6:30PM**

Chair called the open session at 6:33pm

**3. INVOCATION**

**4. ROLL CALL OF COUNCIL MEMBERS**

	Present	Absent
Jeff Plotnick	<u>  x  </u>	<u>    </u>
Heather Halterbeck	<u>  x  </u>	<u>    </u>
Louthea Griffin	<u>  x  </u>	<u>    </u>
Lyn Herrod	<u>  x  </u>	<u>    </u>
Jonathan 'Joc' Clark	<u>  x  </u>	<u>    </u>
Dave Lunde	<u>  x  </u>	<u>    </u>
Rebekah Casey	<u>  x  </u>	<u>    </u>

**5. AGENDA MODIFICATIONS**

Board will return to closed session following open session business.

6. AUDIENCE TO ADDRESS THE COUNCIL

No audience address

7. REPORTS

7.1 Teachers

Jake reported about his visit to India with Shannon O’Laughlin

7.2 Parents

D. Fadale reported that the council was going well. Issue of computer testing was polled to those in attendance and the majority were not concerned with the roll-out. The council heard a report about the home school initiative which was received enthusiastically. The new librarian has reached out and will be making requests of support from the parent body. Discussion about the LCAP increased income to the school and desired expenses; new facilities were high on the list of desired outcome. The council would like a report from the finance committee monthly so they can be kept current. They would also like a monthly report of class balances. There is also now the Parent Education Nights highlighting the Nurtured Heart approach.

7.3 Community

Summer had nothing to report.

7.4 Outreach Coordinator

Monica shared that students from Ms. King’s class are reading stories that they wrote on KZFR tonight. Tomorrow is the last tour before the kindergarten lottery scheduled this Thursday at 1pm. The Council is strongly encouraged to attend a tour. The tours are a good place to bring potential supporters. Two classes are going to the NorthState Symphony tomorrow - subsidized by the Chico Arts Commission. Advertising the 3-part series for the parent education nights. Two local papers are interested in running stories about Jake & Shannon’s trip to India - once Shannon returns from Peru, the interviews will be scheduled.

7.5 CSMC - current budget report

Susan Powers was unable to attend this evening’s meeting. An updated financial report was included in the report.

7.6 Principal - hiring process (2 positions)

Laurie reported on the process of hiring new librarian (Claire Fong). Her hiring left a vacancy in a 1<sup>st</sup> grade aide. Autumn Field was selected to fill that position. Laurie also discussed that the faculty discussed the use of computer testing and in grades 3 through 8 will use the computers one period per week to practice. A notice was sent in the Leaves to update parents on the status. Joc attended faculty meeting to facilitate the teacher discussion about preferences in the Education Director position. She also presented the latest benchmark results - teachers are continuing to test. All teachers were in compliance with the timeline requested and the intervention teacher was able to score results very quickly. The Lindamood-Bell

program is being very effective and a good number of students in 2<sup>nd</sup> grade have already achieved the grade benchmark.

7.7 Executive Director - LCFF/LCAP budget building

The budget and the accountability plan are two things that need to be built with stakeholder input. The Finance committee now includes 3 parent representatives. The State is recommending full stakeholder survey - we will create a survey to poll our entire population for their priority preferences. Susan Powers is meeting with us tomorrow to help us get closer to what the actual income we can expect. February is the month that begins the election process for the next Board members. Nathan will present to the Parent Council the need to convene an election committee. In March/April applications are accepted. In the first week of May, the parents vote for the new members.

8. CONSENT AGENDA

8.1 Approval of Meeting Minutes Jan 14<sup>th</sup>, 2014 and Special Meeting Nov 20<sup>th</sup>, 2013

8.2 Public Employment: Library Tech - 1 , On Site Sub - 1, 1<sup>st</sup> Grade Aide - 1

8.3 Approval of Job Description -Kitchen Assistant

8.4 Renewal of Title 1 School Wide Plan Resolution

Remove Item 8.3 for discussion.

Joc moved to approve the consent agenda. Dave seconded.  
 Roll call vote.

	Aye	Nay
Jeff Plotnick	<u>  x  </u>	_____
Heather Halterbeck	<u>  x  </u>	_____
Louthea Griffin	<u>  x  </u>	_____
Lyn Herrod	<u>  x  </u>	_____
Jonathan 'Joc' Clark	<u>  x  </u>	_____
Dave Lunde	<u>  x  </u>	_____
Rebekah Casey	<u>  x  </u>	_____

Motion passed by unanimous vote.

Lyn requested information about the salary & benefit vs. the budget. These categories seem to be over budget - Nathan explained the benefit budget is divided over 12 months but the stipend payments are made in five payments; several months will appear over budget, but will balance by the end of the fiscal year.

There was discussion about the need for a new kitchen assistant in response to the CDE review and our current staff's ability to remain in compliance with State and Federal requirements.

Lyn moved to pass item 8.3. Rebekah seconded. Roll call vote.

	Aye	Nay
Jeff Plotnick	<u>  x  </u>	<u>      </u>
Heather Halterbeck	<u>  x  </u>	<u>      </u>
Louthea Griffin	<u>  x  </u>	<u>      </u>
Lyn Herrod	<u>  x  </u>	<u>      </u>
Jonathan ‘Joc’ Clark	<u>  x  </u>	<u>      </u>
Dave Lunde	<u>  x  </u>	<u>      </u>
Rebekah Casey	<u>  x  </u>	<u>      </u>

Motion passes by unanimous vote

9. BUSINESS

9.1 Expansion of Blue Oak Home School- Progress report, next steps  
Nathan provided an update from Susan Powers that if a school does not project enrollment of at least 100 students it will not qualify for the start-up grant. This will require that Blue Oak provide all the funding to start up. Claire has continued to work on the project, has met with Parent Council and is holding a home school information meeting for parents.

9.2 Admin Design Committee - Progress report, next steps  
First meeting was held on Friday, February 7<sup>th</sup>. An Education Director was discussed as well as a Vice Principal. The staff also discussed the Ed Director position (facilitated by Joc) and will continue this Thursday.

8.3 Facilities- Progress report, next steps  
First the buildout proposal for 14-15 school year - a meeting was held afterschool and provided input, including 2 new classrooms, additional storage and meeting space and enclosing the music room. The landlord was amenable to solar tubes to provide additional natural light into several spaces. An architect is meeting with Leen Bros. & Nathan tomorrow.  
Second, Dave Lunde reported that there are two goals - a comprehensive needs list compiled (Laurie has begun the process of gathering this information using guidelines turned into a questionnaire); and the other is determining the location. Of course they are looking at purchasing our current location but also considering alternative properties. Time required for planning & building is running short, so acquisition of new property, if that is deemed necessary, should happen as soon as possible. Discussion about this committee complying with the Brown Act was addressed.

9. FUTURE CHARTER COUNCIL MEETING

9.1 Date of Next Regular Meeting - March 11th, 2014, 6:00pm

10. COMMENTS FROM THE CHARTER COUNCIL - Agenda items for next meeting  
No comments from Council

11. ADJOURNMENT

Chair moved to close open session at 8:06pm and reconvene closed session.

Closed session resumed.  
Chair adjourned closed session at 10:43pm.  
Report Out - No action taken in closed session.