

**Blue Oak Charter School
450 W. East Avenue, Chico, CA 95926
FINANCE COMMITTEE
REGULAR MEETING**

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Meeting ID: 983 4791 9501

Passcode: PUvR9p

Tuesday, November 10th 2020 - 4:15 pm

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.

LCAP Goal Summary: Build the parent community, support success for all students, and prepare students for high school

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All times noted on the agenda are approximate and listed solely for convenience. The Board may hear items earlier or later than is noted and may move the order of agenda items.

AGENDA

OPEN SESSION - 4:15 PM

1. OPENING 15 Minutes

1.1. Call Meeting to Order

- Chelsea Parker called the meeting to order at 4:15PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Susan Domenighini, Chairun Combs, Franki Boisseree, Maggie Buckley, Chelsea Parker, and Nick Meier
- Absent: None

1.3. Invocation - School Verse Read

"This is our school, May peace dwell here, May the rooms be full of contentment. May love abide here, Love of one another, Love of our school, Love of life itself. Let us remember that as many hands build a house, So many hearts make a school."

- Susan Domenighini read the school verse.

1.4. Audience to Address the Committee

This is the opportunity for members of the community to address the committee concerning items not on the agenda. Persons addressing the Committee will be allowed a maximum of three (3) minutes for their presentation. Persons may not yield their time to another speaker (Gov. Code § 54954.3)

- No audience members were present to address the council.

1.5. Agenda Modifications

- No agenda modifications were made.

1.6. Approve Minutes from October 13th, 2020.

- Maggie Buckley made a motion to approve the minutes from the October 13th meeting. Chairun Combs seconded the motion.
- No further discussion.

➤ Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Chelsea Parker	X			
Franki Boisseree	X			
Chairun Combs	X			
Nick Meier	X			
Maggie Buckley	X			

➤ Vote passes.

2. FINANCIAL REPORTS - 15 minutes

2.1. Charter Impact Monthly Report

J. Weber

2.1.1. Attendance and Enrollment

2.1.2. Cash Flow

2.1.3. Balance Sheet Detail

2.1.4. Warrants/Aged Payable

2.1.5. Point of Sale Transactions/Check Register

2.1.6. Actual to Budget Summary (part of the Financial Forecast in the Charter Impact Report)

- Jim Weber from Charter Impact presented the Blue Oak Monthly Report by powerpoint presentation; explaining in detail the changes in revenue, cash flow, and expenses. Jim reviewed compliance and reporting deadlines and described that Blue Oaks total expenses are below budget with some shifts due to the unconventional learning environments from the first half of the year. Additional information included that the fund balance forecast is on target and the BOFC should expect audit reports at the December meeting.
- Susan Domenighini and Jim Weber briefly discussed the prospect of additional borrowing in the future and if/when that process may start.
- Chairun Combs voiced concerns that Blue Oak expenses may go up next year because the school is not currently at full staff capacity this year; in a typical year BOCS has more staff members such as a Strings Teacher and Games Teacher.
- Chairun Combs made a motion to send the October Financial Report to the BOCC for approval. Franki Boisseree seconded the motion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Chelsea Parker	X			
Franki Boisseree	X			

Chairun Combs	X			
Nick Meier	X			
Maggie Buckley	X			

➤ Vote passes.

2.2. COVID-19 Related Finances Report

S. Domenighini

- Susan Domenighini detailed how much of our COVID-19 related funding we have left to spend by the end of December. Maggie Buckley has been tasked with reviewing all documents to ensure all expenditures have been charged correctly so far. Susan believes that by the end of November we will be down to no more than \$10,000 to spend, if the school hasn't spent it all by then.
- Susan explained that the current remaining balance does not yet reflect our true total as the school has just recently purchased a number of things such as HEPA filters, improved internet connectivity, and additional technology for teachers. Susan will make sure a final breakdown of all COVID-19 related expenses is presented at the December BOFC meeting to decide what to do with the last of the funds, if any remain.

3. BUSINESS - 25 minutes

3.1. Medical Insurance Premium Summaries

Leanne and Dayna

- Leanne and Dayna from Healthy Solutions presented a breakdown of the upcoming Medical Insurance Premium renewal options. Leanne described that the renewal impact is relatively small but does involve a slight increase; the overall cost to the school will be less than 1%. Leanne cleared up some confusion about current Anthem disputes with Enloe and reassured that it does not impact our insurance coverage. Finally, Leanne explained there are no changes to BOCS dental, vision, and life packages from last year.
- Susan Domenighini explained that the process for moving forward with the Medical Insurance Premium options is that BOFC will recommend which options to present to the BOCC, the BOCC will then vote on which options to offer to BOCS employees, and then Leanne and Dayna will review options with employees so they are able to make an informed decision. Employees will have the opportunity to switch plans during the open enrollment period.
- Leanne explained that the easiest way to differentiate the four plans from one another is by the deductible. She also said that they are only presenting the four Anthem plans because they were the most competitive in our area. Leanne will forward other options to Susan for review.
- Chelsea Parker wanted to clarify that the first two options presented of the four was the one most similar to the employees current plan. Chelsea recommended that we simply offer all four options to the BOCS employees since there are no negative ramifications of those choices for the school; many other BOFC members agreed.
- Franki Boisseree made a motion to recommend all four of these options to the BOCC. Maggie Buckley seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Chelsea Parker	X			
Franki Boisseree	X			
Chairun Combs	X			
Nick Meier	X			
Maggie Buckley	X			

➤ Vote passes.

3.2. Executive Director's Report

S. Domenighini

➤ Grants

- The CDE anti-racism and equity grant was unsuccessful. There were 300 applicants and only 10 recipients; Blue Oak was not one of them.

➤ Annual Fundraising Campaign

- Blue Oak cannot participate in the Giving Day with NVCF; it is only for 501(c)3 organizations, schools cannot directly apply. Susan felt this was still a helpful experience for Maggie and herself to hone their direct mail writing skills.

➤ Employee Assistance Program

- Leanne from Healthy Solutions worked with Susan to find the best options for EAP services to support employee mental health. Susan chose the Magellin option which was very affordable. This program gives all Blue Oak employees access to 3 free counseling sessions, regardless of the number of hours they work on campus. These sessions also include financial, legal, critical incident, and identity theft counseling among many other options. Magellin offers a lot of training and online materials as well. This cost of this program is completely covered by the school and is available to all employees regardless if they have taken a benefits package through BOCS or not.

➤ Marketing

- When BOCC created the Strategic Plan last year, marketing and enrollment was a desired area to be addressed. Susan reached out to a number of marketing support companies for charter schools to see what services they have to offer. Susan described what she found to be unique about the three companies she spoke with: Premier, Schola, and Kreativeweworks. Susan gave the BOFC an estimate of the overall cost to keep in mind when looking at our marketing budget.
- Susan did reach out and did not have much luck but will try again if there are any specific suggestions. Chelsea Parker recommended MC2 and voiced that the BOFC wants to try and find a company that will give the school the best return for its money.

➤ Enrollment

- As far as marketing and recruitment efforts, Kindergarten and 1st Grade

should be the biggest areas to focus on for Blue Oak, followed by 4th and 5th Grades based on the potential enrollment numbers for next year that were shared by Susan. Nationwide there has been a significant drop in Kindergarten enrollment this year, so the likelihood of onboarding new Kindergarteners in the upcoming school year is good if we do the right kind of outreach.

➤ Additional Considerations

- Susan shared some additional suggestions that have come up recently such as implementing a full day kindergarten option at Blue Oak and/or a Waldorf preschool option; Susan feels that these two changes might also help boost enrollment. Currently, Blue Oak is one of the few schools left in Chico who does not offer full day Kindergarten, so this would be one way to stay competitive.
- Suggestions were made by Finance Committee members about how to implement these ideas such as having the second part of the Kindergarten day be optional for those families who enjoy half days, full day Kindergarten benefits would include lower CARD program costs, and if the second half of the day was less structured we may not need to pay a credentialed teacher during that time to lower costs to the school. Additionally, a preschool option may be a great way to introduce the Waldorf pedagogy to families who are interested.
- Susan feels that she cannot build and offer both of these programs by March but Blue Oak should move towards that direction in the coming years and noted that COVID has highlighted a strong need for these two program ideas.

➤ Facility

- Susan has contacted Blue Oaks banker who assisted with the last site purchase to look into new school facilities. Susan explained that Blue Oak was unable to put in a bid at CUSD for facility space this last October but will be sure not to miss the deadline next October.

4. NEXT MEETING - December 8th, 2020

ADJOURNMENT

- Chelsea Parker adjourned the meeting at 5:36PM.

Minutes Taken By: Alexandra Archer

Approved by:



Date:

1/4/21

