

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

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**Tuesday, December 15th, 2020 - 6:00 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.*

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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.

**Update:** In Compliance with the Governor of California's "Safer-at-Home Order" due to COVID-19, the Blue Oak Charter Council will be conducting meetings virtually until further notice. This means there will be no specific physical meeting place; the meeting will be held remotely. However, public participation continues to be welcomed and encouraged.

Blue Oak Charter Council (BOCC) may tape, film, stream, or broadcast any open BOCC Meeting. The BOCC president may announce that a recording or broadcasting is being made at the direction of BOCC members and that the recording or broadcast may capture images and sounds of those attending the meeting. Any BOCC recording may be erased or destroyed 30 days after the meeting.

**The Blue Oak Charter Council reserves the right to take action on any item on the agenda.**

## AGENDA

### OPEN SESSION - 6:00 PM

#### 1. OPENING - 5 Minutes

##### 1.1. Call Meeting to Order

Monica McDaniel called the meeting to order at 6:01 PM.

##### 1.2. Roll Call of Council Members and Establish Quorum

- Present: Heather Bonea, Laura Swanson, Trisha Atehortua, Laurel Hill-Ward, Chelsea Parker, Monica McDaniel, and Vicki Wonacott
- 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 build a school."*

- Monica McDaniel read the school verse.

**1.4. Agenda Modifications**

- Item 2.3 was removed from the agenda.

**1.5. Audience to Address the Council**

*This is an 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. The chair may establish a maximum speaking time for any item.*

*Persons may not yield their time to another speaker (Gov. Code § 54954.3)*

- Heather Werner urged the council to consider starting winter break early to give families and teachers time to quarantine before Christmas given the increase of 600 new cases of COVID over the past week.
- Keri Smith voiced concern regarding the message she and other parents received through ParentSquare on Sunday to prepare for the upcoming rainy day. She knows her student does not have adequate outdoor seating or cover from the rain when they eat snacks outside. She feels that from an equity standpoint, it seems unfair to ask on such late notice. She is concerned about her student in Ms. Welch’s 6th grade class and would like this issue to be addressed before next semester when the weather will be getting worse. She would like the school to come up with a creative solution for students to eat their snack in a dry place.

**2. CONSENT AGENDA - 10 Minutes**

**2.1. Approve Minutes from November 17th, 2020**

**2.2. Charter Impact Monthly Report**

**Jim Weber, Charter Impact**

- 2.2.1. Attendance and Enrollment
- 2.2.2. Cash Flow
- 2.2.3. Balance Sheet Detail
- 2.2.4. Warrants/Aged Payable
- 2.2.5. Point of Sale Transactions/Check Register
- 2.2.6. Actual to Budget Summary

~~2.3. Accept Employee Resignations~~

~~2.3.1. Emily Novikov, Instructional Aide~~

**2.4. Accept Offers of Employment**

- 2.4.1. Melissa Stach, Instructional Aide
- 2.4.2. Jesenia Rodriguez, Instructional Aide
- 2.4.3. Jill Vought, Instructional Aide

**2.5. Accept Donations**

- Heather Bonea made a motion to accept the consent agenda with the exclusion of item 2.3. Trisha Atehortua seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Heather Bonea	X			
Vicki Wonacott				X

Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker	X			

➤ Vote passes.

### 3. GOVERNANCE - 15 Minutes

#### 3.1. Finance Committee

**Chelsea Parker**

- Chelsea Parker updated council members that the BOFC has met twice since the last meeting. The big items that were discussed during those meetings are on today's agenda underneath items 3.1 and 3.4. The BOFC has reviewed, discussed and recommended these items for the BOCC approval.

##### 3.1.1. Approval of 1st Interim Report

- Jim Weber from Charter Impact reviewed the 1st Interim Report with the BOCC and explained that this would be a vote to accept the 1st Interim Report to the authorizer and to the state.
- The last official document Blue Oak submitted to the state was the approved budget. Currently, the budget is balanced and there is no current deficit but the BOFC is watching funds closely in the event that Blue Oak may need to borrow or do any other mitigating tasks. However, as of right now, our overall budget is in good shape.
- Chelsea Parker made a motion to approve the 1st Interim Report and to submit it to Chico Unified. Heather Bonea seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Heather Bonea	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker	X			

➤ Vote passes.

##### 3.1.2. Approval of LCFF Budget Overview for Parents

- Jim Weber from Charter Impact presented the LCFF Budget Overview for Parents to the BOCC. Typically, this document would go along with the LCAP which described how the school will use funds for special needs students but, since there was no LCAP required this year, this report simply provides a quick snapshot of

revenue sources. The document itself includes explanations as to why the numbers shown in this report are much smaller than the full budget which, in short, is because it does not include facility costs or employee salaries which are big budget items.

- Chelsea made a motion to approve the LCFF Budget Overview for Parents as presented. Vicki Wonacott seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Heather Bonea	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker	X			

- Vote passes.

### 3.1.3. Audit

- The audit presented started in June, was recently completed and was presented to the BOFC. This is a standard audit and this year no exceptions or items of concern were found; it was a clean audit. The BOFC recommends approval of the audit.
- Laurel Hill-Ward made a motion to accept the audit. Heather Bonea seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Heather Bonea	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker	X			

- Vote passes.

### 3.1.4. Marketing Plan/Contract Approval

- Susan Domenighini presented a marketing contract from MC2 Design which was chosen after meeting with four different marketing companies. This contract is also recommended by the BOFC for approval.
- MC2 Design is a local entity and is focused on preparing a cohesive message for Blue Oak before marketing the message even begins. Working on the message itself is important to help us bridge the disconnect between what our school does and what we are seen as by the community. Waldorf can be complex and it can be difficult, sometimes, for the experts in their field to try to explain to a wider audience. MC2 Design will help us hone that message and have chosen us as one of their few projects of the year.
- The BOFC approved to move additional funds from the Office Staff line item which is typically used for a Parent Liaison position but is not needed this year. Susan Domenighini does not want to get rid of the Parent Liaison position in coming years, just wants to utilize the unused funds for now until we create a new budget in March. Those funds will help cover the first step, which is to curate our message, as well as the actual outreach portion of the marketing as well through social media and other platforms.
- Many BOCC members felt that it was a great investment and the price looked like the costs would cover itself very quickly if it did help boost enrollment.
- Heather made a motion to accept the marketing contract and approve use of the earmarked amount of \$10,000 from the Office Staff line item in the budget. Monica McDaniel seconded the motion.
- Trisha Atehortua expressed her excitement to see people in the marketing profession helping us out and supporting our school.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Heather Bonea	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker	X			

- Vote passes.

### 3.2. Policy Review

**Susan Domenighini**

#### 3.2.1. Homeless Policy

- Having a Homeless Policy is a requirement of Title 1 and our Blue Oak policy needs to be updated. The language in the document presented was taken from the Title 1 recommendations. Blue Oak does have a homeless population and this policy does not change how we are currently working with them. Our students that are homeless are already prioritized; this policy simply documents our work

officially and, in essence, just established the minimum requirements. This is the first reading of this policy; no action will be taken today.

- Many BOCC members were pleased that this policy will be addressed since we did not previously have this policy in place before; it is also timely considering the tragedies of the last few years. Laura Swanson did make a suggestion, however, to switch the language of this document to be person-first. Susan Domenighini will make the necessary changes before the second reading.

### **3.3. Outdoor Learning Spaces**

**Buck Ernest**

- As discussed at the last BOCC meeting, Buck Ernest came prepared to talk today to shine some light on how Blue Oak is currently utilizing outdoor learning spaces. Buck explained that the school safety plan originally allotted snack time to be provided outside since students would be taking their masks off. Buck has cut a fallen tree into stumps for seating and has also procured a donation of 70 desks and chairs from Chico State which are mostly weather proof.
- Buck shared that, currently, the students are really enjoying their outdoor time during snack but administration felt that moving classes permanently outdoors would just create another hurdle for teachers to overcome. Aside from Ms. Madera, not many other teachers have shown interest in a permanent outdoor space.
- Laurel Hill-Ward was curious if Blue Oak could purchase outdoor heaters. Heather Bonea suggested moving some of the tables under the school's eaves for a dry space to have snack time and was curious if we could possibly allocate some funds to outdoor tents for rainy days.
- Blue Oak teacher, Brianna Lee, explained that Waldorf education has always been an indoor and outdoor classroom experience. However, in light of the current pandemic and the need to Zoom concurrently, teaching outside would not be realistic.
- Many members suggested revisiting the safety plan to prioritize a dry place for students to eat and have snack time as opposed to using that time to wipe down desks. The safety plan was originally meant to be fluid and change in order to cater to the balance between an abundance of caution and the reality of the situation.
- Keri Smith, who previously addressed the council, suggested utilizing hallway space or staggering out snack time. Buck clarified that it is not the schools intent to have students outside during inclement weather; students and teachers will still have a choice even with our safety protocols in place.
- Finally, regarding the ParentSquare message, although the language may have suggested it was sudden and on short notice, the idea was to simply serve as a reminder from the ideas set forth in the safety plan months prior.

### **3.4. Minimum Wage Adjustments**

#### **3.4.1. Classified Payscale**

- It was explained to BOCC members that the minimum wage is set to increase in the state of California starting in Jan 2021; the BOFC suggested approval of Option 2 presented by Susan Domenighini. Option 2 proposes two ideas: to eliminate the first row from the pay scale as it is no longer necessary and to increase the entire pay scale with the minimum wage increase starting in Jan 2021. There will also be another minimum wage increase in Jan 2022 that will need to be discussed further during our budget discussions in March.

- There was a general consensus among the members that this was a great plan.
- Heather Bonea made a motion to approve the classified pay scale adjustments as presented. Trisha Atehortua seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Heather Bonea	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker	X			

- Vote passes.

#### 3.4.2. Facilities Manager/Safety Coordinator

- Additionally, the BOFC recommended to the Charter Council to increase the wage for the Facilities Manager in order to continue to be compliant with the white collar minimum wage. Salaried positions need to be double the minimum wage and with the minimum wage increase in 2021, the Facilities Manager wage will fall below that standard. Susan Domenighini plans to create an Administrative Pay Scale to be presented in the spring during budget discussions to ensure that salaried positions remain compliant. The other two administrators' wages do not fall close to minimum wage which is why his salary is the only one affected mid year.
- Chelsea Parker made a motion to approve the increase of the annual salary of the Facilities Manager to \$53,383. Vicki Wonacott seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Heather Bonea	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker	X			

- Vote passes.

### 3.5. Hybrid/Distance Plan

#### 3.5.1. Current Status

- The current status at Blue Oak is that we are implementing a Hybrid model that incorporates both Distance and On-Site Learning. It is a lot of work but seems to be worth it through this time; teachers are able to flex their schedule to best meet the needs of their students and families are able to choose what they feel most comfortable with.

#### 3.5.2. Potential January Options

- Initially, the BOCC planned to discuss if the school wanted to take a different approach come January but over the last week there has been a huge surge in COVID cases. Susan Domenighini did not recommend closing early for winter break as that would be too short of notice for families to find childcare. There was one suggestion, however, to stay on distance learning for the first week back to school for extra precautions.
- Many felt that having the first week back from break be all Distance Learning seemed like a reasonable accommodation and do not feel like now is the time to decide about completely reopening as there are still too many unknowns.
- Vicki Wonacott recommended that we stay flexible, be protective and call a special meeting in January if necessary. The trend of COVID cases seems to be increasing and we still cannot know what happens after the holidays.
- Chelsea Parker stressed that the county's COVID case trends are not entirely reflective of the schools COVID case trends. Chelsea Parker shared a video clip from a recent CUSD board meeting that contained triggering content surrounding the topic of teenage suicide. The other BOCC members were unaware of the contents of this video. In the future, all videos presented will be vetted and a trigger warning will be shared if necessary.
- Emma Todd, the Blue Oak School Counselor, shared what she has been doing to help support the mental health of Blue Oak students. She has seen an increase in emotional support and crisis counseling, however, she feels that the mental health toll is significant for both On-Site and Distance Learning students for different reasons.
- Laurel Hill-Ward wanted to remind council members that emotional content such as that video is not beneficial to making rational decisions.
- It was eventually decided that, starting in January, Blue Oak will begin to work to get students who are on the waiting list back on to campus in some capacity and that no other major changes should be made today.
- Heather Bonea made a motion to continue our Hybrid Learning model when we return to school for the spring semester in January pending extenuating circumstances that may require us to change that decision. Chelsea Parker seconded the motion.
- Heather clarified this is a two part vote.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			



Heather Bonea	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker	X			

- Vote passes.
- Chelsea Parker suggested that we only strongly urge families who have traveled to remain in Distance Learning for the first week of school so the families who need to can still return to campus. This option was offered after Thanksgiving and seemed to be well received. However, Monica McDaniel was in favor of requiring Distance Learning for the first week.
- Chelsea Parker made a motion to reopen the campus as scheduled with strong urges to families to remain on Distance Learning if they have traveled or as deemed appropriate by the administration.
- There was no second, the motion failed.
- Laura Swanson made a motion to spend the first week back from break starting January 5th in full Distance Learning mode and resume the Hybrid Model on January 11th. Laurel Hill-Ward seconded the motion with the request that the reasoning and importance of this decision be explained to the parent when they are notified.
- No further discussion
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Heather Bonea	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Laura Swanson	X			
Trisha Atehortua	X			
Chelsea Parker		X		

- Vote passes.
- Susan Domenighini then reminded the council that administrative and faculty members will work on addressing how to safely bring students who are on the waitlist back to campus; it is not a board issue. There was only a temporary freeze on bringing waitlisted students back to campus while Butte County was in the

Purple Tier. They will work on creating a plan that is as equitable and practical as possible. Susan will be ready to discuss this plan at the next BOCC meeting.

- Chelsea Parker spoke to the idea of readdressing a possible AM/PM schedule to ensure that we continue discussion for how best to serve all of our families.
- Laura Swanson left the meeting early.

#### 4. FACULTY

##### 4.1. Grade Level Report

**Riley Murray and Brianna Lee**

- Since the meeting was running later than usual, there was a general consensus to table this agenda item. The powerpoint presentation will be emailed out to BOCC members at a later date.

#### 5. ADMINISTRATION - 30 Minutes

##### 5.1. Executive Director's Report

**Susan Domenighini**

- Susan Domenighini shared that she is still moving forward with the marketing, real estate, and the full day kindergarten projects.

##### 5.1.1. Marketing/Enrollment

- Susan addressed this item earlier in the agenda under item 3.1.4.

##### 5.1.2. Full Day Kindergarten Program

- Susan has been meeting with all of the past and present Kindergarten teachers currently still teaching at Blue Oak and has reached out to a friend to discuss what next steps for opening a preschool program would look like as well.

##### 5.1.3. Real Estate

- Susan Domienighi also met with another broker for possible facilities for Blue Oak in the next 18 months.

#### 6. NEXT MEETING - Tuesday, January 19th, 2021

- Monica adjourned the meeting at 9:15PM

#### ADJOURNMENT

Minutes Taken By: Alexandra Archer

Approved by: Trisha Atehortua Date: 03/31/21  
Trisha Atehortua (Mar 31, 2021 16:21 PDT)