

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, April 13, 2021 - 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.

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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. Public participation continues to be welcomed and encouraged to those who join via Zoom and raise their hand. The chat bar will not be available to the public during the Zoom meetings to support the sanctity of the meeting.

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.

AGENDA

OPEN SESSION - 4:15 PM

1. OPENING

1.1. Call Meeting to Order

- Chelsea called the meeting to order at 4:21PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Nick Meier, Franki Boisseree, Maggie Buckley, Chairun Combs, Susan Domenighini, and Chelsea Parker
- 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, and Love of life itself. Let us remember that as many hands build a house, So many hearts build a school."

- Rachel Ceja 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)

- There were no audience members to address the council.

1.5. Agenda Modifications

- No agenda modifications were made.

1.6. Approve Minutes from March 9th, 2021.

- Franki Boisseree made a motion to approve the minutes from March 9th. 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

2.1. Charter Impact Monthly Report

Jim Weber, Charter Impact

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 financial report for the month of March via PowerPoint presentation. Jim stated that there were good results throughout March; good cash flow and right at budget. Looking ahead, the Expanded Learning Opportunities Grant Plan will need to be approved in May as well as the schools 990; these documents will be available for the next meeting. There are no updates in ADA. Overall, Blue Oak had very strong improvements from this time last year. The school will not need to put a borrowing plan into place at this time.
- Chairun Combs made a motion to approve all of the financial reports under item 2.1. Franki Boisseree seconded the motion.
- No further discussion.
- Vote.

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

➤ Vote passes.

2.2. E-Rate Filings Summary

➤ Susan explained that the E-Rate Filings are a specific source of funding for libraries and schools to fund or contribute significant discounts for technology and other similar expenses. Blue Oak has been working with BCOE and Rachel White from E-Rate Advisors to obtain these quotes. The document presented is a summary of the expected expenses and reimbursements for next year. It typically takes a while for the rebates to come through, so although the schools bills will look high at first, they will eventually be alleviated by these e-rates. In the document presented, the Blue Oak costs are under the column “LEA Share Totals.” This agenda item was informational; no action was taken.

3. BUSINESS

Susan Domenighini

3.1. Review Donations

- In the document presented, two donations needed to be approved by the Finance Committee; one was a couple of donated charging carts from a school in Sacramento and the other was a donation made to Sarah Lee’s class fund.
- Chairun Combs made a motion to recommend the Charter Council approve these donations. Nick Meier 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. MOU from BCOE

➤ Blue Oak works with BCOE to help support our use of Aeries and CALPADs

management programs and to learn how to best use these programs for student grades and analytics. Susan asked the BOFC to approve this contract with BCOE so that Blue Oak can continue our learning curve with these programs. This contract is pretty standard and is approximately the same amount as the last MOU we engaged in with BCOE.

- Franki Boisseree made a motion to recommend the Charter Council approves the MOU from BCOE. 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.

3.3. Paid Advertising & Social Media Proposal from MC2 Design

- The proposal presented is from MC2 who we engaged to help create our new schools messaging. This proposal is for the next step in the marketing plan which is how to help us get our message out there. The prices listed in this proposal are very similar to the rest of the marketing industry as a whole. The proposal outlines help with Google Search Ads and a Social Media Marketing strategy over the next 6 months. Overall, the cost of this proposal is equivalent to enrolling two new students so this campaign will easily pay for itself.
- Franki Boisseree made a motion to have the Charter Council approve this marketing plan. Nick Meier 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.

3.4. Salary Schedules

- Susan Domenighini presented more certificated salary schedule options as discussed at the last BOFC meeting. Next year, the school will be shrinking by one classroom teacher since we will only have one First Grade class starting in the Fall; Nick Meier will be moving into the Games specialty position. Due to changes in positions such as Nick's, it is hard to calculate an accurate total of how these salary increases will impact our budget. However, in general, the biggest increase the school might see would be an 8% increase if the BOFC chose Option A; any other option would be a smaller budget increase.
- Another option that has not been discussed yet is the option to not have a raise every year. This is common among some schools; there would only be a longevity bump every couple years instead. However, the teachers on the Finance Committee felt that a consistent raise every year helps with morale.
- It was clarified that no matter which option we chose, no teachers salary would be reduced with this change because of the minimum wage bump even if the annual salary increase is reduced from 5% to 3%. It was also established that there would be no big changes in insurance this year so the increase in wages should not affect the amount each faculty member pays into their insurance.
- A few BOFC members thought Option B would be too high; many were on board with Option C. Susan requested that the BOFC make a recommendation for the Certificated Salary Schedule today so it can be passed at the next BOCC meeting in order to start working on next year's budget.
- Chairun Combs made a motion to recommend to the Charter Council to adopt Option C for the Certificated Salary Schedule. Nick Meier 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.
- There were a handful of changes made to the Classified Salary Schedule as well as requested at the last meeting. The Classified Salary Schedule will not start on July 1 instead of January 1 in order to make budgeting easier; the schedule also includes the longevity percentage at the bottom for transparency; the title of Maggie's position on Step 7 has been changed now that she has an official HR certificate; and a line for a Paraprofessional has been added which the school will be hiring for starting next year. The Paraprofessional position is different from instructional aides as it requires a certificate and additional training. These

changes put our schedules in compliance with the increased minimum wage; those increases are trickled through the whole schedule.

- Franki Boisseree made a motion to recommend the proposed Classified Salary Schedule to the BOCC. Chairun combs 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.
- Finally, there were changes made to the Administrative Salary Schedule as well as discussed at the last meeting. The changes were to show what annual increases are made each year for the positions listed and that these changes will also take effect on July 1 instead of January 1 for budgeting purposes. The Administrative Salary scales stop increasing after 6 years because it is common place in the industry that Administrators do not usually have the same longevity as teachers do. This salary schedule is pretty on par with the rest of the industry.
- An annual increase of 2% would mean that eventually, teachers would end up making more than Administrators would. The BOFC would like to see a 3% increase on this salary schedule for the next meeting before a decision is made.
- Chelsea Parker tabled the Administrative Salary Schedule to the next meeting in order to compare options.

3.5. Executive Director's Report

- In reference to the additional funding Jim Weber spoke about in his report earlier, the initial amount Jim believes our school will receive is proposed in the report presented. This funding is available for us to decide how we will address issues post-COVID and will need to be discussed and allocated before June 1st. This information will be presented again during the budget discussions next month.
- Chelsea Parker reminded the BOFC to take time before the next meeting to really review materials for the budget and if there are any questions, to be sure to send them to Susan ahead of time so she has time to prepare for them.

4. NEXT MEETING - Tuesday, May 11th 2021 at 4:15PM

5. ADJOURNMENT

- Chelsea Parker adjourned the meeting at 5:44PM.

Minutes Taken By: Alexandra Archer

Approved by: *Susan ZM Domenighini* Date: May 18, 2021
Susan ZM Domenighini (May 18, 2021 11:13 PDT)