

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

Join Zoom Meeting

<https://zoom.us/j/98347919501?pwd=ZXRYRHUybG5WMVRCbUg5bzZ2cVlwdz09>

Meeting ID: 983 4791 9501

Passcode: PUvR9p

Tuesday, August 10th, 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.

Notice: Any person with a disability may request the agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting at, 450 W. East Ave., Chico, CA or by calling (530) 879-7483 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday (at least 48 hours before the meeting). All efforts will be made for reasonable accommodations.

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 Parker called the meeting to order at 4:19PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Chairun Combs, Chelsea Parker, Maggie Buckley Susan Domenighini
- Absent: Franki Boisseree, Nick Meier

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."

- Chelsea Parker read the invocation.

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 committee.

1.5. Agenda Modifications

- Susan requested that the BOFC removes 3.3.1 from the agenda since the contract with Full Circle is not ready.

1.6. Approve Minutes from July 13th, 2021

- Chairun Combs made a motion to approve the minutes from July 13th, 2021. 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.

2. FINANCIAL REPORTS

2.1. Charter Impact Monthly Report

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

- Jim Weber, from Charter Impact, reviewed the July financial report with the BOFC. July is a “check in” month, typically not a full report since there is no attendance, etc. Currently, the school is right in the line with the budget we passed earlier in the year. Blue Oak ended the month with a high cash balance which is good news moving forward. There will be an enrollment update later. There will be increased SPED funding this year which helps with the original budget. There was an increase in costs from the summer school program but those expenses will be covered by specialized funding later in the year. Cash surplus is forecasted to remain steady throughout the year.
- Susan Domenighini moves to recommend that the BOCC approves the financial reports. 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.

2.2. Point of Sale Transactions/Check Register

- The BOFC reviewed POS transactions.
- Susan Domenighini moved to approve POS transactions. Chelsea Parker 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. BUSINESS

3.1. Approve Meeting Dates for 2021/22 School Year

- One correction was made regarding the December date listed.
- Susan Domenighini approved this year's meeting dates with the correction of the December date. 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. Re-Establish Committee Members and Roles

- The BOFC will continue the positions currently in place. Classified and Faculty will be established over the next two days at the upcoming in-service days. As far as officers of this committee, chair and co-chair, that decision typically lands on the board member and the administrator.
- Chelsea Parker made a motion to continue with established roles for the committee. 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. Accept Contracts

3.3.1. ~~Speech and Occupational Therapy Services, Full Circle~~

3.3.2. Education Specialist Services, ATX

3.3.3. School Psychologist, Sherwood Montessorri

- Blue Oak will be sharing a School Psychologist, Tammy German, with Sherwood Montessorri after a joint interview process. The contract presented describes this agreement. Susan is looking into making some changes to the contract from 4% to 2% to match our other contract costs. Susan would like to recommend we move forward with this contract with the caveat that we will accept a reduced percentage if they offer it. This new School Psychologist is in replacement of a previous contract, not a direct employee.
- Our Education Specialist, however, was a direct employee and the school is now going to an outside vendor to contract someone to work with us on campus. The budget expenses should be about the same from last year to this year for this position.
- Chairun Combs made a motion to recommend the two contracts for BOCC approval with the caveat of accepting a lower percentage if offered. Susan Domenighini 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. Approve the Unaudited Actuals Report for 2020/21

- This documentation presented is in line with the information the BOFC has already been receiving; no changes or surprises. This is a required document that coincides with delivering the trial balance to the auditors and authorizers. This is the template used by all schools.
- Chelsea Parker made a motion to recommend BOCC approves the Unaudited Actuals Report. 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.

3.5. Approve the Education Protection Account Final Expenditures for 2020/21

- The EPA was originally approved to shore up tax increases. When creating a budget, schools typically plan to receive an EPA. Schools founded after 2013 have a fixed rate; schools founded before 2013 like Blue Oak do not, so there is a fluctuation in what we receive each year.
- Susan Domenighini made a motion to recommend the EPA Final Expenditures to BOCC. 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.

3.6. Executive Director's Report

3.6.1. Marketing Results

➤ Share the MC2 results, marketing data, to see what has been helping; present and share the information to see our investment in marketing

4. SUSTAINABLE SCHOOL DESIGN TASK FORCE

4.1. Deliberation on What It Takes to Be Sustainable

- Talks about the BOFC acting as the Sustainable School Design Task Force started as a look at finances but now, Susan feels the conversation may need to be a bit broader and more inclusive of our operations as well. Some examples of this might be making changes to how our classes loop each year, establishing a recycling program, and adding more specialty classes.
- These topics include more input than just financial input. The committee discussed how to move forward with these topics at hand. Chelsea voiced concerns about the finance committee taking the lead on those types of conversations. The reality is that money is not the only thing that sustains us.
- The committee discussed potentially holding a series of town hall type meetings to have discussion as well as inviting additional members to this meeting to give input. Additionally, the school could recruit volunteers to help lead the efforts of what we are trying to implement and/or work with the Pedagogical team.
- The BOFC would like to continue to approach this conversation with more input such as what we currently have, what we could possibly afford (master schedule, finances, etc), possible options, and ideas of what the community and staff members would like.

4.2. Building Cost Projections

➤ No document prepared at this time.

4.3. Staffing Cost Projections


➤ No document prepared at this time.

5. NEXT MEETING - Tuesday, September 14th, 2021 at 4:15PM

6. ADJOURNMENT

➤ Chelsea Parker adjourned the meeting at 5:11PM.

Minutes Taken By: Alexandra Archer

Approved by:  Date: 09/24/21

