

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

Join Zoom Meeting

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Meeting ID: 983 4791 9501

Passcode: PUvR9p

Tuesday, September 14th, 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

- Amber Brown called the meeting to order at 4:28PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Kate McDonald, Chairun Combs, Amber Brown, and Susan Domenighini (arrived late)
- Absent: Amber Saetern

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."

- Kate McDonald 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 committee.

1.5. Agenda Modifications

➤ No modifications were made to the agenda.

1.6. Approve Minutes from August 10th, 2021.

➤ Chairun Combs motioned to approve the minutes from August 10th, 2021. Kate McDonald seconded the motion.

➤ No further discussion.

➤ Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini				X
Amber Brown	X			
Kate McDonald	X			
Chairun Combs	X			
Amber Saetern				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)

2.2. Point of Sale Transactions/Check Register

➤ Jim Weber from Charter Impact gave the financial report from August via PowerPoint presentation. Blue Oak can expect to see changes for the 3rd round of federal money soon which will require a board approved multi-year expenditure plan; this plan will be brought to the board next month. Cash is very stable right now. There are no current ADA/enrollment updates at the moment; the report is using an attendance forecast. Jim also reviewed the revenue forecast for the next couple of years of grants and funds from federal programs. Additionally, expenses have increased due to summer hours and staff recruitment.

➤ Chairun Combs made a motion to recommend the financial report to the BOCC. Kate McDonald seconded the motion..

➤ No further discussion.

➤ Vote.

Name	Yes	No	Abstain	Absent
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Susan Domenighini				X
Amber Brown	X			
Kate McDonald	X			
Chairun Combs	X			
Amber Saetern				X

➤ Vote passes.

3. BUSINESS

3.1. Establish Committee Member Roles

- Susan Domenighini joined the meeting.
- The BOFC decided to wait to decide on the member roles until next month when all committee members are present.

3.2. Accept Donations

- Kate McDonald made a motion to accept the donations presented to the Finance Committee. Chairun Combs seconded the motion.
- No further discussion
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Amber Brown	X			
Kate McDonald	X			
Chairun Combs	X			
Amber Saetern				X

➤ Vote passes.

3.3. Accept Contracts

3.3.1. Speech Language and Occupational Therapist, Full Circle

- The contract presented is similar to what Blue Oak has used in the past. The school tried to hire our own SLP but was unsuccessful.
- Chairun Combs made a motion to recommend that the BOCC accept this contract. Kate McDonald seconded.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Amber Brown	X			
Kate McDonald	X			

Chairun Combs	X			
Amber Saetern				X

➤ Vote passes.

3.4. Foor Foundation, Grant Application

- Blue Oak had some intruders vandalize the school recently which brought up the fact that our school needs security cameras on site. Buck Ernest, the Facilities Manager and Safety Coordinator, applied for this grant through a connection in the community. It is already approved as soon as the board accepts it.
- Susan Domenighini made a motion to recommend to the BOCC to approve this grant. Chairun Combs seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Amber Brown	X			
Kate McDonald	X			
Chairun Combs	X			
Amber Saetern				X

➤ Vote passes.

3.5. Increase Substitute Teacher Wage

- Blue Oak has been struggling to find substitute teachers. The school is currently offering \$120 a day, however, CUSD recently increased their daily rate to around \$200 a day. This difference in pay has been causing some competition and lack of subs for our school. Susan would like to recommend to the BOCC that we increase our daily rate to \$200 a day. It will not impact the budget too greatly in the long run, about a \$10,000 increase overall which is not a budget breaker. Ultimately, not doing this puts pressure on our speciality teachers to cover teachers when subs are not available which does not allow us to meet our academic goals. This is a temporary increase because of high demand.
- Kate McDonald made a motion to recommend to the BOCC that we temporarily increase our substitute teacher wage from \$120 a day to \$200. Chairun Combs seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Amber Brown	X			
Kate McDonald	X			

Chairun Combs	X			
Amber Saetern				X

- Vote passes.

3.6. Executive Director's Report

- Enrollment

- This year's school budget was planned on enrollment of around 291 students at Blue Oak; however, with the events of the last few months and an increase in risk, we have seen a significant drop in enrollment. The document presented in the packet shows reasons behind the drop in enrollment.
- This is a concern for the budget and is something for the committee to be aware of. We will be giving Jim these numbers for the budget soon; with attendance we are still learning how to handle IS at this time since the state is putting out many new requirements. In CA as a whole, enrollment is down 2.5% and in Butte county it is down 5.7%. This is not just a Blue oak issue. Also, school staff are working to get testing set up onsite weekly for staff and students who need it. It is not abnormal to experience a little bit of a drop off at the beginning of the school but this decrease is large and primarily due to COVID. Overall it was more than we anticipated.

- MC2 Advertising Update

- Susan approved another 3 months of Google Ads through MC2 which was under her spending limit. This agreement is to continue our advertising project; we are meeting with MC2 tomorrow to continue to work on enrollment this year and are starting the conversation of looking for classes for next year too. Now is not a good time to stop advertising.

- COVID Concerns

- Additional COVID funding will no longer be available for staff sick leave as well as teleconferencing requirements for brown act bodies. Susan is hoping that after election day, these things may be re-evaluated to see if they are still necessary for CA schools.

3.6.1. Annual Brown Act & Conflicts of Interest

- Brown Act training is highly suggested for all of our board and committee members. The one we have suggested doing is by Young Minney & Corr; it is a high quality and online training. This serves as a reminder to sign up.

4. SUSTAINABLE SCHOOL DESIGN TASK FORCE

4.1. Action/Review Items

4.1.1. Plan for Discussion in November

- The BOFC talked about what a sustainable school is and the role of this committee at the last meeting. At our schools in-service day in November we will be using some of our time to look at this topic. Classified and certificated will be involved in this discussion. Blue Oak will also make the topic of TK, no charge preschool, and lopping a part of the discussion. We also want to have these discussions before we look at moving our school into a new building. We will most likely have a good presentation ready by our December meeting.

5. **NEXT MEETING - Tuesday, October 12th, 2021 at 4:15PM**

6. **ADJOURNMENT**

➤ Amber Brown adjourned the meeting at 5:27PM.

Minutes Taken By: Alexandra Archer

Approved by:



Date:

10/28/21