

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, July 12th, 2022 - 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.

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.

Update: On September 16, 2021, Governor Gavin Newsom signed Assembly Bill 361 (AB 361) into law which allows public agencies to continue to conduct meetings remotely during the COVID-19 pandemic and other proclaimed emergencies. 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 Chair 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. 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 - 6:00 PM

1. OPENING

- 1.1. Call Meeting to Order
- 1.2. Roll Call of Committee Members and Establish Quorum
- 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.”

- 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)

- 1.5. Agenda Modifications
- 1.6. Approve Minutes from June 14th, 2022
- 1.7. Teleconferencing During State of Emergency
State of Emergency (§ 8625)

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

3. BUSINESS

3.1. MOU for School Nurse

3.2. Executive Director's Report

4. NEXT MEETING - Tuesday, August 9th, 2022 at 4:15PM

5. ADJOURNMENT

➤ Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini				
Amber Brown				
Kate McDonald				
Chairun Combs				
Maggie Buckley				

➤ Vote passes.

Minutes Taken By: Alexandra Archer

Approved by: _____ Date: _____

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

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Meeting ID: 983 4791 9501

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Tuesday, June 14th, 2022 - 4:15 PM

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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.

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AGENDA

OPEN SESSION - 4:15 PM

1. OPENING

1.1. Call Meeting to Order

- Amber Brown called the meeting to order at 4:17PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Amber Brown, Maggie Buckley, Susan Domenighini, Kate McDonald, and Chairun Combs
- 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."

- Chairun Combs 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

- Susan Domenighini requested to remove item 3.1 Local Indicators Report. That item will be on the BOCC agenda and is not necessary for the Finance Committee to review.
- It was also requested to remove time 4.2 as Susan does not feel she is ready to bring this item to the board yet.

1.6. Approve Minutes from May 10th, 2022

- Amber Brown made a motion to approve the minutes from May. Chairin 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			
Maggie Buckley	X			

- Vote passes.

1.7. Teleconferencing During State of Emergency State of Emergency (§ 8625)

- The BOFC acknowledged the need for teleconferencing during the state of emergency.

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, reviewed our Blue Oak May financial report with the committee members. Jim acknowledged that the state budget is still in progress so there are no real updates as to how the legislature will affect our schools budget. From the looks of it, the June 15th deadline is going to pass without a true update because they plan to pass amendments to their budget after that. Jim shared possibilities with Hold Harmless ADA with the BOFC. The final number will be an increase to our bottom line if it is approved. Other than that, the forecast is in line with what we've been discussing.
- Cash does continue to be a concern; with the state budget not complete, we don't know what cash flow will look like for our school so we still need to

address our cash flow issue. Jim recommends looking at financing options rather than risk our July payroll with cash flow shortages. The good news is that 2 of the 3 final versions of the state budget are very favorable for Hold Harmless funds, however nothing is official yet. Finally, even if Hold Harmless passes, Jim doesn't suspect the cash flow timing will arrive in time to help our shortage in July.

- Chairun Combs made a motion to present the June financials reports to the BOCC for approval. 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			
Maggie Buckley	X			

- Vote passes.

3. BUSINESS

3.1. ~~Local Indicators Report~~

3.2. Cash Financing Options

- As discussed by Jim earlier, due to our loss of ADA and enrollment this year and the timing of our federal funds for next year, we need to be able to borrow to make payroll and rent during the month of July. Jim suggested that we borrow \$250,000 and to have a goal of paying this off by October. Charter Asset Management has given us a quote for short term, one quarter payments. We want to obtain the cash now so we can stretch it through July as much as possible. All models at this time are showing that borrowing is necessary. We are hoping to look at this as short term borrowing, however, we can ask for more if we need it. At the moment though, we think this plan would be best. Blue Oaks authorizer will need to approve our borrowing plan as well. This offer is from May 20 so we will need a new offer from CAM but it should be about the same.
- Susan Domenighini made a motion to ask Jim Weber to request a new offer from CAM and that we recommend to the BOCC that they approve this offer to cover our cash flow in July. Amber Brown seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Amber Brown	X			

Kate McDonald	X			
Chairun Combs	X			
Maggie Buckley	X			

➤ Vote passes.

3.3. EPA Resolution (check the wording is the same)

- This document is used to outline how our school is using our ADA funds; so this is a recommendation by the board that says next year, with our budget, we would like to use this EPA funding for our teacher salaries. At the end of the year, we will report out how we actually spent the funds.
- Amber Brown recommended the board to approve the EPA Resolution. 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			
Maggie Buckley	X			

➤ Vote passes.

3.4. Review of 2022-23 LCAP

- At the BOCC meeting last month, we held the public hearing for the LCAP which is required before approval. However, before the BOCC approves this final document, Susan Domenighini wants the BOFC to review the financial pieces that have been added. We have updated it to reflect what has actually been spent so far versus what we have planned for since this is a multi-year plan. All of the amounts in this LCAP are the budget numbers we've been looking at all year in our monthly financial reports so there is no new information.
- Amber Brown made a motion to recommend the BOCC to review and approve the LCAP. 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			

Maggie Buckley	X			
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- Vote passes.

3.5. Review of 2022-223 Budget

- Jim Weber presented the multi-year forecast of the Blue Oak budget and in particular the 2022-23 budget. The enrollment number on the budget is based on a rounded number per class in a more stable school year. There is a placeholder for interest for borrowing cash for July but if the Hold Harmless comes through we won't need to keep that placeholder. This is definitely a preliminary budget; there will most likely be more funding from the state soon. It is required that we pass this preliminary budget at the BOCC next week, but we can return to revise the budget after we see what the legislature decides. In theory, we can revise every month but we typically only revise in August before the school year starts; after that, the interim/actuals are another opportunity for revisions if we need it.
- Amber Brown made a motion to recommend this budget as our preliminary draft to the Charter Council. 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			
Maggie Buckley	X			

- Vote passes.

3.6. Executive Director's Report

- State Budget
 - Lots of details from the CA state budget were already shared previously in the meeting. Susan recommends that BOCC members take a look at those to see what is going on at the state level and to learn more about what we have been talking about for our budget. Susan has also talked with Gallaghers office to help advocate for our school at the state level as well.
- CAM
 - The BOFC previously discussed CAM in the meeting to help us with cash options, and is hopeful our authorizer will approve our plan.
- Staffing
 - Our school had a number of aides who are going back to school so we had a few aides resign and/or ask for a reduction in hours. Susan is working on aide schedule for every classroom and will be hiring a few more in order to fulfill the support that we have come to rely on.
 - Rachel Ceja has resigned; she was Assistant Director and SPED Director. We have a lot of changes coming for our school so Susan is looking at ways we can rehire to refill those roles soon. Susan is going to

request BOCC to post for an Interim Director position while we figure out what the long term needs of the school will look like. As for the SPED part, Susan is working with ourSELPA on what requirements our school will need to fulfill. There are a number of different ways to fulfill the SPED role; when we hired the Director of SPED we had significantly higher enrollment, so we will still need to cover SPED but it may be in a different fashion than what we had.

- Our school is also looking for a Spanish Teacher, School Psychologist, and a Speech-Language Pathologist.
- Finally, Susan just got notified from CUSD that they will pay us to have our own kitchen staff on site; they are struggling to cover their own schools and this will help relieve the issues. Buck and Susan has already started to talk about how to cover it.

4. SUSTAINABLE SCHOOL DESIGN TASK FORCE

4.1. Consideration of Pre-Kindergarten Planning and Implementation of Grant Plan

- For the UPK grant, our school has been allocated about \$55,000 to be paid over two years to be finished in 2024. This grant plan is how we are going to address the increase in TK students and to help with any kind of head start/state preschool program we want to start. This document outlines a lot of questions about how we are going to implement what is required by the state. This will need to be recommended so we can get approved for the grant.
- Our school has not applied for a preschool program yet because we want to make sure we establish this change first to our Kindergarten program before we move forward. We want to make sure we can do both in a sustainable way. Susan is proposing we start a preschool in the 2023-2024 school year at this point.
- Amber Brown recommended the grant plan document to the BOCC. 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			
Maggie Buckley	X			

- Vote passes.

4.2. Consideration of Expanded Learning Opportunities Program Plan

4.3. Maximum Class Size Increase Proposal

- This is something that we have talked about at different meetings and has also been discussed with faculty. It has been in the works for a number of years as we talk about sustainability, the importance of specialty classes and how we balance that with the class sizes. In order to continue to financially support our

specialty classes and aides for every classroom, our school needs to increase our ADA. Also, it is important to continue to offer specialty classes to become a certified Waldorf school by the Alliance for Public Waldorf Education and for our families who look forward to these options. The increase in class sizes will help support our 4 specialties and to be able to have a part time aide in each classroom.

- Amber Brown made a motion to recommend that the BOCC consider the maximum class size increase proposal. 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			
Maggie Buckley	X			

- Vote passes.

5. NEXT MEETING - Tuesday, July 12th, 2022 at 4:15PM

6. ADJOURNMENT

- Amber Brown adjourned the meeting at 5:45PM.

Minutes Taken By: Alexandra Archer

Approved by: _____ Date: _____

Business Checking – XXXXX0889

Search transactions

Activity: Date range; Start date: Jun 01, 2022; End date: Jun 30, 2022; Type: Debits

Transactions

🕒 Pending ● Posted

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Jun 30, 2022	Analysis Charge	26.25		
● Jun 28, 2022	<u>Check 70140</u>	5,156.81		
● Jun 28, 2022	ACH Payment BLUE OAK CHARTER PAYMENTS <i>Payroll</i>	4,545.00		
● Jun 28, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	1,339.50		
● Jun 28, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	291.86		
● Jun 28, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	289.47		
● Jun 27, 2022	<u>Check 11086</u>	15,289.32		
● Jun 27, 2022	<u>Check 11087</u>	10,500.00		
● Jun 27, 2022	<u>Check 70141</u>	2,475.00		
● Jun 27, 2022	<u>Check 11099</u>	450.00		
● Jun 27, 2022	ACH Payment IRS USATAXPYMT	3,954.08		
● Jun 27, 2022	Debit Card Purchase COSTCO WHSE #101 CHICO CA #3136 <i>Field Trip Expense (pre-approved)</i>	512.12		
● Jun 27, 2022	Debit Card Purchase SMART FOODSERVIC CHICO CA #3136 <i>Field Trip Expense (pre-approved)</i>	83.86		
● Jun 27, 2022	POS Purchase Wal-Mart Store CHICO CA #3136 <i>Field Trip Expense (pre-approved)</i>	49.34		
● Jun 24, 2022	<u>Check 11089</u>	1,500.00		
● Jun 24, 2022	<u>Check 11097</u>	351.75		
● Jun 24, 2022	<u>Check 11096</u>	150.00		
● Jun 24, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	26,317.83		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Jun 24, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	6,044.71		
● Jun 24, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	5,315.33		
● Jun 24, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	3,949.55		
● Jun 24, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	3,751.22		
● Jun 23, 2022	<u>Check 11105</u>	2,205.00		
● Jun 23, 2022	<u>Check 11106</u>	1,986.86		
● Jun 23, 2022	<u>Check 11084</u>	616.67		
● Jun 23, 2022	<u>Check 11083</u>	105.91		
● Jun 22, 2022	<u>Check 11100</u>	2,140.54		
● Jun 22, 2022	<u>Check 11102</u>	540.40		
● Jun 22, 2022	<u>Check 11098</u>	161.15		
● Jun 22, 2022	ACH Payment BLUE OAK CHARTER PAYMENTS <i>Payroll</i>	28,139.00		
● Jun 22, 2022	ACH Payment CALPERS 3100	16,197.50		
● Jun 22, 2022	ACH Payment CALPERS 3100	1,384.89		
● Jun 21, 2022	<u>Check 11092</u>	48,866.97		
● Jun 21, 2022	<u>Check 11070</u>	3,437.50		
● Jun 21, 2022	<u>Check 70143</u>	2,700.00		
● Jun 21, 2022	<u>Check 11073</u>	269.72		
● Jun 21, 2022	<u>Check 11094</u>	85.00		
● Jun 17, 2022	<u>Check 11077</u>	2,167.04		
● Jun 17, 2022	<u>Check 11072</u>	523.50		
● Jun 17, 2022	<u>Check 11081</u>	24.00		
● Jun 16, 2022	<u>Check 11080</u>	3,621.86		
● Jun 16, 2022	<u>Check 11078</u>	1,233.00		
● Jun 16, 2022	<u>Check 11075</u>	381.80		
● Jun 16, 2022	<u>Check 11079</u>	334.53		
● Jun 16, 2022	<u>Check 11076</u>	150.00		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Jun 15, 2022	<u>Check 11068</u>	15,289.32		
● Jun 15, 2022	<u>Check 11069</u>	329.40		
● Jun 15, 2022	<u>Check 11074</u>	284.79		
● Jun 15, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	116.00		
● Jun 14, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	191.50		
● Jun 13, 2022	<u>Check 11060</u>	5,338.40		
● Jun 13, 2022	<u>Check 11064</u>	344.24		
● Jun 13, 2022	ACH Payment IRS USATAXPYMT	5,858.84		
● Jun 13, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	373.03		
● Jun 13, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	315.86		
● Jun 13, 2022	POS Purchase SP RING USA HTTPSRINGUSA. CA #3136 <i>Facility Security Cameras</i>	1,222.56		
● Jun 10, 2022	<u>Check 70145</u>	1,209.84		
● Jun 10, 2022	<u>Check 11067</u>	544.73		
● Jun 10, 2022	<u>Check 11001</u>	139.00		
● Jun 10, 2022	<u>Check 10945</u>	30.00		
● Jun 10, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	17,386.94		
● Jun 10, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	4,553.10		
● Jun 09, 2022	POS Purchase AIRBNB HMPJ3N4H (MTSS) AIRBNB.COM CA #3136 <i>Professional Development Lodging</i>	2,453.53		
● Jun 09, 2022	POS Purchase AIRBNB HMMQT5SN AIRBNB.COM CA #3136 <i>Professional Development Lodging</i>	979.13		
● Jun 08, 2022	<u>Check 10989</u>	357.97		
● Jun 08, 2022	<u>Check 11046</u>	346.08		
● Jun 08, 2022	<u>Check 70138</u>	157.88		
● Jun 08, 2022	<u>Check 10963</u>	110.00		
● Jun 08, 2022	<u>Check 11063</u>	105.91		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Jun 07, 2022	<u>Check 70144</u>	1,098.76		
● Jun 07, 2022	<u>Check 11066</u>	106.31		
● Jun 07, 2022	ACH Payment IRS USATAXPYMT	2,186.51		
● Jun 07, 2022	ACH Payment BLUE OAK CHARTER PAYMENTS <i>Payroll</i>	608.75		
● Jun 07, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	415.88		
● Jun 07, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	128.70		
● Jun 06, 2022	<u>Check 11049</u>	788.02		
● Jun 06, 2022	<u>Check 11042</u>	60.00		
● Jun 03, 2022	ACH Payment SPRINT8006396111 ACHBILLPAY BOWGYJMP3FXCRPBO <i>School Emergency Cell Phone</i>	33.00		
● Jun 03, 2022	POS Purchase RIVER PINES RESO GRAEAGLE CA #3136 <i>Professional Development Lodging</i>	207.10		
● Jun 03, 2022	POS Purchase RALEY S #249 CHICO CA #3136 <i>Year End Rose Ceremony Expense</i>	58.88		
● Jun 03, 2022	POS Purchase POSTAL PLUS 530-8911626 CA #3136	31.83		
● Jun 02, 2022	<u>Check 11053</u>	1,775.00		
● Jun 02, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	1,339.50		
● Jun 02, 2022	POS Purchase EB EARLY CHILDHO 801-413- 7200 CA #3136 <i>Professional Development Training</i>	425.98		
● Jun 02, 2022	Debit Card Purchase COSTCO WHSE #101 CHICO CA #3136	59.48		
● Jun 01, 2022	<u>Check 11062</u>	323.61		
● Jun 01, 2022	POS Purchase HOTEL* FOUR POIN HTTPSLODGING. CA #3136 <i>Professional Development Lodging</i>	998.75		
● Jun 01, 2022	POS Purchase AIRBNB HM9QEY3 AIRBNB.COM CA #3136 <i>Professional Development</i>	875.28		
● Jun 01, 2022	POS Purchase SQ *JERIWEERTS CLIO CA #3136 <i>Professional Development Training</i>	325.00		

**Memorandum of Understanding between
Blue Oak School and Chico Country Day School**

This memorandum of understanding (“MOU” or “Agreement”) is between Blue Oak School (Blue Oak) and Chico Country Day School (“CCDS”), which are referred to as the “parties”.

RECITALS:

- A. Blue Oak is a charter school authorized by Chico Unified School District.
- B. CCDS is a charter school authorized by the Chico Unified School District.
- C. Blue Oak wishes to contract with CCDS for CCDS’s provision of School Nursing services to Blue Oak students, as more fully discussed in this MOU.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein set forth, the parties do hereby agree as follows:

1. Purpose

The purpose of the MOU is to ensure that Blue Oak students are provided with nursing services by CCDS. It is agreed that Blue Oak shall retain all financial and legal responsibilities under the Individuals with Disabilities Education Improvement Act (“IDEA”) and related federal and California laws for Blue Oak students served by CCDS in accordance with this MOU. Blue Oak shall remain liable for all complaints, mediations, due process matters and/or other litigation initiated by or on behalf of Blue Oak students which arise under such laws. CCDS shall only be considered a service provider and not the responsible LEA for any Blue Oak student and shall incur no costs associated with the provision of these services, all of which shall be paid by Blue Oak as set forth in this MOU. Unless the parties agree otherwise in writing, CCDS is not required to provide anything beyond what is specifically identified in this MOU.

2. Services of the school nurse may include:

- (a) Assessing and evaluating student health and developmental status as part of the Individual Education Plan (IEP) or Section 504 Plan process;
- (b) Communicating with students, families, caregivers, and health care providers;
- (c) Interpreting assessments and medical information to school staff working with the students;
- (d) Designing and implementing an Individualized School Health Plan, Emergency Care Plan, Individual Educational Plan and/or Section 504 Plan related to health care needs or chronic illnesses;

- (e) Determining the appropriate level of care for students with specialized health care needs and training, monitoring and supervising licensed and unlicensed staff;
- (f) Providing school nursing case management services for students;
- (g) Counseling students and parents regarding health or school related issues and providing information and referral to community services;
- (h) Administering and training and supervising school staff in assisting students with routine and emergency medications;
- (i) Serving as a health consultant and providing inservice programs to staff on a variety of health topics;
- (j) Developing curriculum and assisting in delivery of comprehensive health education to students;
- (k) Promoting a healthy school environment for emotional and physical safety;
- (l) Performing federal and state mandated tasks including but not limited to emergency care; child abuse reporting; communicable disease control, prevention and follow up; and CHDP, audiometric, scoliosis and vision screening;
- (m) Providing routine direct healthcare services and referrals;
- (n) Maintaining, protecting and managing confidential electronic and written student health records.

3. **Additional Blue Oak Obligations**

Blue Oak shall:

- (a) Pay CCDS for services identified herein, consistent with the Fiscal Agreement set forth in paragraph 7 below.
- (b) Provide CCDS personnel with appropriate designated workspace for the delivery of services within Blue Oak buildings as assigned.
- (c) Provide internet data connections in workspaces designated for CCDS personnel at the Blue Oak site.
- (d) Store confidential health files at the Blue Oak site.
- (e) Provide nurse with assessment plans upon signature so health and developmental history may be completed.

4. **Dispute Resolution**

In the event that either party disputes the meaning of the terms of this agreement, the parties shall attempt to resolve the dispute in good faith first through a joint meeting of their representatives. If an agreement cannot be reached through the joint meeting, then the parties agree to attempt to resolve the dispute in a meeting with the El Dorado County Charter SELPA Director or their designee. If agreement cannot be reached with the assistance of the El Dorado County Charter SELPA, then any party may seek remedy in the appropriate court of law.

5. **Due Process and/or Litigation**

Blue Oak assumes full responsibility for the provision of assessments and therapy services to Blue Oak students. It shall be the financial and legal responsibility of Blue Oak to handle any and all legal disputes and claims, including but not limited to, negotiating settlement agreements, mediations, due process hearings, compliance complaints and any and all other legal actions related to a student's educational program pursuant to this MOU. If CCDS is named as a party to a legal dispute, Blue Oak will cooperate in dismissing, with prejudice, CCDS as a party. If Blue Oak is unable to obtain dismissal of CCDS as a party to a dispute, Blue Oak shall fully defend and indemnify CCDS in said proceedings in accordance with the Indemnification provision in paragraph 8 below. CCDS shall fully cooperate with Blue Oak in any legal dispute, including making its employees and documents available.

6. **Indemnification**

Blue Oak shall protect, defend, indemnify, forever hold harmless and assume the costs of defense, including attorneys' fees, of CCDS, its Board, officers, members, representatives, agents, guests, invitees, and/or employees, from and against any and all liabilities, claims, losses, judgments, damages, demands or expenses resulting from or related to the policies and procedures of the El Dorado County Charter SELPA, the requirements of the IDEA, California Education Code section 56000 and following sections, Title 5 of the California Code of Regulations section 3000 and following sections, the Americans with Disabilities Act, and/or Section 504 or any other causes of action, including but not limited to actions related to or arising from CCDS's obligations under this Agreement. Blue Oak shall indemnify CCDS and its Board, officials, employees and agents against any remedies, including compensatory education, reimbursement, money damages, attorneys fees and/or costs that may be awarded or agreed to, for failure to provide appropriate and/or compliant special education and related services.

7. **Fiscal Agreement**

CCDS will bill Blue Oak in advance for school nursing services on a monthly basis, for 10 months, at the rate of:

- School Nurse:
 - a. 0.20 FTE or equivalent of 37 days based on the employee's position on the CCDS Nursing Salary Schedule. Any additional days of work required by Blue Oak shall be requested in writing and approved by both Blue Oak and CCDS administrators. Blue Oak

will be billed at the employee's daily rate, daily benefit costs plus a 2% fee based on the daily amounts.

b. Twenty percent (20%) of the benefit cost of the employee, including PERS, payroll fees and other fees associated with an employee.

- Mileage rate equal to the IRS Standard Mileage Rates, if applicable.
- Actual costs of translation services as needed and requested by Blue Oak for any reports and assessments performed by CCDS staff.
- 2% Administrative Fee based upon the salary and benefit rates listed above.

Blue Oak has thirty (30) days from the date of billing to issue payment to CCDS.

8. **Agreement / Term**

- (a) This MOU constitutes the entire understanding between parties and supersedes any prior or concurrent agreement, oral or written, between or among CCDS and/or Blue Oak concerning its subject matter. Any modification to this MOU shall be effective only if in writing and signed by all parties. If any provision or any part of this MOU is for any reason held to be invalid or unenforceable or contrary to public policy, law, or statute, and/or ordinance, the remaining provisions of this MOU shall not be affected thereby and shall remain valid and fully enforceable.
- (b) The term of this Agreement and services shall commence on July 1, 2022 and continue through June 30, 2023.
- (c) CCDS will seek advisement and input from Blue Oak in regards to periodic program evaluation and evaluating delivery of nursing services. Blue Oak retains the ability to perform an independent evaluation of the School Nurse services provided. CCDS retains the sole responsibility to perform staff evaluations of CCDS employees who implement services in accordance with this MOU; however, CCDS is invited to collaborate with Blue Oak staff in this regard as needed.
- (d) This Agreement has been made and entered into the State of California and the laws of said State will govern the validity and interpretation of this Agreement.
- (e) The persons signing this MOU warrant that they are duly authorized to sign it on behalf of the persons and entities being bound.
- (f) This Agreement may be executed in counterparts, all of which, taken together, shall be deemed an original.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date and year first above written.

On Behalf of Blue Oak School of Arts & Sciences

Date: _____ By: _____
Blue Oak Director

Date: _____ By: _____
Blue Oak Board Chairperson

On Behalf of Chico Country Day School

Date: 6/15/22 By: 
CCDS Director of Student Support Services

Date: 6/15/22 By: 
CCDS Board Chair