

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

Join Zoom Meeting

<https://zoom.us/j/91259361276?pwd=RWpUbmtlN2NGVnJzWWpkKzFSMlc4Zz09>

Meeting ID: 912 5936 1276

Passcode: 48657Y

Tuesday, July 19th, 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.

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

- 1.1. Call Meeting to Order
- 1.2. Roll Call of Council 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. Agenda Modifications
- 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)

2. CONSENT AGENDA

- 2.1. Approve Minutes from June 21st, 2022
- 2.2. Charter Impact Monthly Report
 - 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. Actual to Budget Summary
- 2.3. Point of Sale Transactions/Check Register
- 2.4. Teleconferencing During State of Emergency
State of Emergency (§ 8625)
- 2.5. Accept Employee Resignations
 - 2.5.1. Damion Grissom, Custodian

Jim Weber, Charter Impact

3. FACULTY

- 3.1. Grade Level Report

Nick Meier & Sarah Lee

4. GOVERNANCE

- 4.1. Finance Committee Report
- 4.2. Parent Council Report
- 4.3. Policy Review
 - 4.3.1. Attendance
- 4.4. COVID-19 Response
- 4.5. MOU for School Nurse
- 4.6. Volunteers for Registration Days
- 4.7. Establish Board Retreat Date

Amber Brown
Trisha Atehortua
Susan Domenighini

5. ADMINISTRATION

- 5.1. Executive Director's Report
 - 5.1.1. Independent Study

Susan Domenighini

6. CLOSED SESSION

- 6.1. Real Estate
Conference with Real Property Negotiations (§ 54956.8)
- 6.2. Employee Review Evaluation
Public Employee Performance Evaluation (§54957)

7. NEXT MEETING - Tuesday, August 10th, 2022 at 6:00PM (2nd Week of the Month)

8. ADJOURNMENT

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Tuesday, June 21st, 2022 - 6:00 PM

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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

1.1. Call Meeting to Order

- Chelsea Parker called the meeting to order at 6:05PM.

1.2. Roll Call of Council Members and Establish Quorum

- Present: Trisha Atheortua, Kristen Woods, Chelsea Parker, Amber Brown, Leanna Glander, Vicki Wonacott, and Laurel Hill-Ward (arrived late)
- 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."

- Chelsea Parker read the school invocation.

1.4. Agenda Modifications

- There were no agenda modifications made.

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)

➤ Laurel Hill-Ward joined the meeting.

2. CONSENT AGENDA

2.1. Approve Minutes from May 17th, 2022 and May 24th, 2022

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. Actual to Budget Summary

2.3. Point of Sale Transactions/Check Register

2.4. Teleconferencing During State of Emergency

State of Emergency (§ 8625)

2.5. Accept Employee Resignations

2.5.1. Tace Higuchi, Substitute Teacher

2.5.2. Jaqueline Lacefield, Substitute Teacher

2.5.3. Nadine Bourell-Montoya, Independent Study Teacher

➤ Trisha Atehortua made a motion to accept the consent agenda. Laurel Hill-Ward seconded the motion.

➤ No further discussion.

➤ Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

➤ Vote passes.

3. FACULTY

3.1. Grade Level Report

Nick Meier & Sarah Lee

➤ No report for tonight's meeting from the faculty.

4. GOVERNANCE

4.1. Finance Committee Report

Amber Brown

➤ Amber Brown reported that there was a lot to talk about at the last BOFC meeting that will also be on tonight's agenda. Cash flow is slow so we will need to look at

borrowing options to stabilize July and August cash. The state has not decided on the “Hold Harmless” ADA bill yet. We also don’t know the exact amount they would be offering because the state will be making revisions to the budget soon. We are looking at 500K financial loss in what we have received so far which the Council will look at more in depth later on the budget agenda item. The BOFC is recommending that the school borrow money to be paid off by October to help with our cash flow issues. One of the big budget busters last year was increased need for SPED programs and the school anticipates those costs will stay the same for next year as well. Additionally, the sustainable school committee will be discussing items later on the agenda as well.

4.2. Parent Council Report

Trisha Atehortua

- No report from the Parent Council as there are no meetings during summer break.

4.3. COVID-19 Update

Susan Domenighini

- We made it safely through the end of the year. All field trips went well; we had a few additional cases but no exposures through the end of the year. There is no additional information at this time.

4.4. Local Indicators Report

- Much of the information presented in this report is already talked about through the year. The requirement is that we address these items directly and have the board accept them each June. Only a portion of the state priorities is shown here.
- Trisha Atehortua made a motion to accept the Local Indicators Report. Amber Brown seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.5. Cash Financing Options

- As Amber mentioned, Blue Oak is facing a cash flow issue for the month of July. CUSD approves our school to borrow for this purpose and the amount presented. Susan Domenighini is asking that the board approve borrowing of the 250K to cover upcoming deficit that we will need for the month and will be paid off by October of this year. We will potentially need to revisit this borrowing option in December as well for another cash shortage depending on what happens at the state level because we are still in the budget process for the state of CA. Funding doesn’t always arrive when it says it is going to, which puts us in a cash shortage even if the cash we’d like to spend is within budget. With borrowing, there are

high interest rates so we want to take only what we need because we will have to pay off that interest no matter how much we actually spend. Hopefully, if the future revenue streams come in on time, we won't need to borrow again in December. Ideally, we'd like to have a reserve so this doesn't happen again but for this particular situation the issue was caused by a switch from state to federal funding which typically requires we spend the money before they send it to us or within a certain deadline. So in the future, if we can help it, we will try to be mindful of keeping a reserve; the last few years were special circumstances. District schools have it differently because of ADA options available to them; charter schools have to do a bit more juggling.

- Kristen Woods made a motion to borrow \$250,000 for the cash financing option. Trisha Atehortua seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.6. EPA Resolution

- This item is also another June requirement. Funding comes from the state and we have to document how we want to spend it. We have used these funds to pay our teachers consistently for years.
- Amber Brown made a motion to approve the EPA Resolution. Leanna Glander seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			

Kristen Woods	X			
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- Vote passes.

4.7. Adoption of 2022-2023 LCAP

- This is the second reading of the 2022-2023 LCAP. This is the completed report after public hearing, which includes the financial pieces we were missing at the last reading. These are items we look at every month; there are no surprises, this document just connects what we are spending to the goals we have set.
- Laurel Hill-Ward made a motion to approve the 2022-2023 LCAP. Vicki Wonacott seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.8. Approval of 2022-2023 Budget

- The 3 year projection presented on this years budget is based on what we predict is going to happen. This reflects some of the changes we have made this year, such as combining classes, and is based on 282 enrollment with 262 ADA. We are feeling that the low attendance from last year was due to the many changes COVID brought and are hoping that next year there will be less reasons for students not to be on campus. Also, reducing to a size that allows us to have waiting lists for all of our classes will help us to be able to keep those seats full with learners who attend school. The estimate of 282 came from what we have in enrollment right now with all of our classes maxed out in size. The SPED budget for the upcoming year takes into consideration the increased need.
- Blue Oak wants to continue to base our Substitute Teacher salaries on what the district does for next year; if they reduce their Substitute salaries, we can consider this as well. We put in a placeholder for Substitute Teaching but it is really needs based so it is hard to predict. It is based on a certain percentage of how many teachers we have.
- Our budget is required to be in by June 30th but the state has not verified how much they are going to give us next year so this budget can be revised at a later time; most likely around September. Our school is capped at our size of each class but we need more money for our budget so it will be dependent on attendance unless the state changes the way charter schools are funded this year. Our budgeted surplus is usually enough to take us through the year with cash

shortages but last year was definitely an anomaly. We should keep an eye on it this year, though, with attendance and the like. Also, we receive the actuals from Charter Impact each month that show us how on track we are so we can keep an eye on it. The multi-year projections may change as the years come, these are just estimates for now.

- Leanna Glander made a motion to accept the 2022-2023 Budget. Kristen Woods seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.9. Maximum Class Size Increase Proposal

- This has been a discussion item at BOCC meetings in the past as well as the BOFC and faculty level. 30 students per class is considered to be large for lower grades but would allow us to ensure support of our specialty programs. The Waldorf certification process requires our school to have certain specialty classes and our families desire these programs as well. The four we have really fit the niche of a true Waldorf school. With our current waitlists, we can fill a class of 30 for all of our classes at the moment. This will help increase funding and will also allow funding for an aide to be in each class during main curriculum time in addition to helping our SPED students. There will be more discussions in the future about how exactly we will be implementing the aide support since there has been a recent transition in Rachel leaving the school.
- The preschool numbers are included but those numbers are not as solid since that program is still being developed. The projected numbers, including an increase in K/TK and an added preschool program, would require us to have four classes total. Kindergarten class sizes would still remain at 22 but the numbers projected are how many of those students we would have in total between the four classes. Both this year and last year we have had a significant increase in families wanting to enter our program at 1st grade instead of Kindergarten than we have ever had in the past which may be due to changes with COVID or the addition of our extended program. The full class waiting lists are also a testament to our marketing efforts.
- Kristen Woods made a motion to approve the Maximum Class Size Increase. Trisha Atehortua seconded the motion.
- No further discussion.

➤ Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

➤ Vote passes.

4.10. Pre-Kindergarten Planning and Implementation Grant Plan

- The Universal Pre-Kindergarten (UPK) planning grant is additional funds per student. This document outlines how we intend to address the UPK plan moving forward. It is a lot of explanation for a simple transition for Blue Oaks current program. We are essentially saying we are going to continue to do what we are already doing but with the changes in age that the state is proposing. With this momentum, we can continue this planning with a preschool program in future years as well. Next year, we will focus on implementing this plan and then the year after we will focus on a preschool program. The tricky part is, with the age change, we will need to make sure each of our Kindergarten classes have a large enough population of Kindergarten students each year to move on to fill a first grade classroom.
- Leanna Glander made a motion to approve the Pre-Kindergarten Planning and Implementation Grant Plan. Vicki Wonacott seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

➤ Vote passes.

4.11. MOU Regarding Cafeteria Assistant Position for the 2022-2023 School Year

- Blue Oak has worked with CUSD to support our kitchen for a number of years now. This year, they struggled with staffing charter schools on top of the district

so they are proposing to still pay for the position but ask that we hire our own staff for the position instead. Bucks facilities department will help to cover that position for next year.

- Trisha Atehortua made a motion to approve the MOU for the Cafeteria Assistant Position. Kristen Woods seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

5. ADMINISTRATION

5.1. Executive Director's Report

Susan Domenighini

- State Budget
 - The state is still in negotiation for the Hold Harmless ADA bill that would greatly benefit charter schools. The document from CCSA has been added to the packet for more information.
- Summer Workload
 - Blue Oak office staff are currently working on the audit and other summer projects. This facilities team is getting the school cleaned and in shape. Our teachers and other staff are completing their summer training.
- MTSS
 - We have received about \$52K from the state to implement MTSS. We have been implementing MTSS for a few years and now there is a grant to help train our staff further on this process. Our staff members are very excited about this. The MTSS team is also working with Chico State to support behavior at our school.
- Summer School
 - We are still looking for one more teacher to get summer school going at the end of July.
- Staffing
 - Rachel Ceja's resignation brought the opportunity to look at how we were utilizing her position as Director of SPED. With the smaller size of our school, our needs are different now. Susan is working with SELPA to support our SPED program. We are also looking for a need for another Admin position and are posting for more aides due to transition in aide

changes. We are still interviewing for Spanish, School Psych, and Counselor positions as well.

6. CLOSED SESSION

6.1. Executive Director Evaluation

Public Employee Performance Evaluation (§54957)

- The Charter Council voted to approve the performance evaluation for Susan Domenighini and renew her contract for another year.
- Trisha Atehortua made the motion. Chelsea Parker seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			
Amber Brown	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

7. NEXT MEETING - Tuesday, July 19th, 2022 at 6:00PM

8. ADJOURNMENT

- Chelsea Parker adjourned the meeting at 8:13PM.

Minutes Taken By: Alexandra Archer

Approved by: _____ Date: _____

Teacher	Grade	Returning/ Accepted Application	Offers Out	Waitlist
Cheryl/Susan	TK/K	37		
Moss	1st	30		12
Bryan	2nd	29	1	
McDonald	3rd	27	2	
Machek	4th	28	2	2
S Lee	5th	30		3
Jones	6th	28	1	
B Lee	7th	27		
Madera	8th	20		
Welch	8th	16		
TOTALS		272	6	17

FULL

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 Payroll	4,545.00		
● Jun 28, 2022	ACH Payment BENEFIT RESOURCE BRI XFER Medical FSA	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 Field Trip Expense (pre-approved)	512.12		
● Jun 27, 2022	Debit Card Purchase SMART FOODSERVIC CHICO CA #3136 Field Trip Expense (pre-approved)	83.86		
● Jun 27, 2022	POS Purchase Wal-Mart Store CHICO CA #3136 Field Trip Expense (pre-approved)	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 B0WGYJMP3FXCRPBO <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		

Agenda Item: Accept Employee Resignation

Prepared by: Alexandra Archer

Charter Council Date: 07/19/2022

Background Information:

Blue Oak would like to accept the following employee resignation:

- Damion Grissom, Custodian



Board Policy: #5113.1

Section: Students

Adopted: TBD

Revised: None

CHRONIC ABSENCE AND TRUANCY

The Charter Council believes that absenteeism, whatever the cause, affects student learning and the students' ability to engage with the Waldorf pedagogy which includes the importance of community engagement. It may also be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

The Executive Director or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout the district.

The Executive Director or designee shall consult with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy.

The Executive Director or designee shall develop a tiered approach to reducing chronic absence. Such an approach shall include strategies for preventing attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, letters alerting parents/guardians to the value of regular school attendance, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance.

The tiered approach shall also provide for early outreach to students as soon as they show signs of poor attendance or if they were chronically absent in the prior school year. Early intervention may include personalized outreach, individual attendance plans, and/or mentoring to students with moderate levels of chronic absence, with additional intensive, interagency wrap-around services for students with the highest level of absence.

Students with serious attendance problems shall be provided with interventions specific to their needs, which may include, but are not limited to, health care referrals, transportation assistance, counseling for mental or emotional difficulties, academic supports, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance. The Executive Director or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to make alternative educational programs and support services available for students and families.

The Executive Director or designee shall ensure that staff assigned to fulfill attendance-related duties are trained in implementing a trauma-informed approach to chronic absence and receive information about the high correlation between chronic absence and exposure to adverse childhood experiences.



Board Policy: #5113.1

Section: Students

Adopted: TBD

Revised: None

Students who are identified as chronically absent or truant shall be subject to the interventions specified in law up to and including a return to the district.

A student's truancy, tardiness, or other absence from school shall not be the basis for suspension. Alternative strategies and positive reinforcement for attendance shall be used whenever possible.

The Executive Director or designee shall periodically report to the Charter Council regarding student attendance patterns, including rates of chronic absence and truancy by grade level, and numerically significant student subgroups. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to develop annual goals and specific actions for student attendance and engagement to be included in the district's local control and accountability plan and other applicable school and district plans. As appropriate, the Executive Director or designee shall engage school staff in program evaluation and improvement and in the determination of how to best allocate available community resources.

**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: Amie Paret
CCDS Director of Student Support Services

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

Agenda Item: Board Volunteers for Registration Days

Prepared by: Alexandra Archer

Charter Council Date: 07/19/2022

Background Information:

Blue Oak staff would like to invite board members to attend and help table at the upcoming 2022/23 Registration Days. This event is a great time to help inform current and incoming families about how the Charter Council serves the school community, answer any questions they may have, and possibly recruit new board members for the future. See more information below.

Registration Day 1: Monday, August 8th from 7:30AM to 10:30AM

Table Time Slots - 7:30AM to 9:00AM
& 9:00AM to 10:30AM

Registration Day 2: Tuesday, August 9th from 5:00PM to 8:00PM

Table Time Slots - 5:00PM to 6:30PM
& 6:30PM to 8:00PM