

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

Join Zoom Meeting

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Meeting ID: 983 4791 9501

Passcode: PUvR9p

Thursday, April 14th, 2022 - 5:00 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.

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 - 5:00 PM

1. OPENING

1.1. Call Meeting to Order

- Amber Brown called the meeting to order at 5:02PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Amber Brown, Susan Domenighini, Maggie Buckley, Chairun Combs
- Absent: Kate McDonald

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."

- Amber Brown 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 agenda modifications were made.

1.6. Approve Minutes from March 8th, 2022

- Susan Domenighini made a motion to approve the minutes from March 8th. 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.

1.7. Teleconferencing During State of Emergency

State of Emergency (§ 8625)

- BOFC members acknowledged the state of emergency to continue the use of teleconferencing.

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, presented Blue Oak’s March financial report. This report was very similar to February; our school is still running over budget and the Administration is still working with Charter Impact to create next year’s budget. There is a lot to report on at the moment including some of the items later on the agenda. The only changes in the last month were expenses. Jim will escalate the conversation about borrowing if the cash flow gets too low over the summer. The first review of the budget will hopefully be ready at the next meeting. The current net deficit numbers in the March highlight are place holders to show the severity of the situation.
- Blue Oak currently has a longer waitlist for classes than we have had in many years. The waitlist is our key to ensure our budget holds steady in case there is a drop in students next year. Susan has also talked to teachers about potentially

pping the class maximum to 30 from 28. This would help the school support funds for all 4 specialties as well as a half time aide in each classroom. At the moment our aides are funded from federal funds and we want to continue to provide this support for our teachers.

- Susan Domenighini made a motion that we recommend that the BOCC accepts the financial reports as presented tonight. 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. BUSINESS

3.1. E-Rate Summary

- Blue Oak receives e-rate funds that help cover or reduce the cost of internet access and other tech needs. Blue Oak works with BCOE and Pac Bell for our tech needs. The document presented shows the reduction in our costs overall. This is just an informational item for the committee.

3.2. 2020 Tax Return

- The document presented is the Blue Oak tax return from 2020. The BOFC will need to recommend it to the board. The BOFC members reviewed this document and feel that it is ready to move forward.
- Amber Brown made a motion to send the 2020 Tax Returns to the board. Maggie Buckley seconded the motion.
- 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. BCOE / Aeries Contract

- BCOE reports our schools data to the state and provides us with our attendance

and student info system. This is the contract for that service. Blue Oak has been working with them for a couple of years; our staff feels they do an excellent job for us so Blue Oak would like to continue this contract. Chairun agrees that is also great for teachers to use as well. The program BCOE provides also allows parents to see their students' grades as well.

- Chairun Combs made a motion to recommend to the BOCC to renew our contract. Maggie Buckley seconded the motion.
- 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. Advanced Document Printer Contracts

- The contracts presented will replace our other two very old printer models. Our copiers have really high use and one of them does not have the same staple functionality that our others do, which is very important for our teachers. Our contractor at Advanced Documents recommends newer machines for our school which ultimately saves in maintenance costs.
- Chairun Combs made a motion to recommend the approval of the Advanced Document contract. Susan Domenighini seconded the motion.
- Vote.

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

- Vote passes.

3.5. Pension 2 - 403b

- Our school is now expected to offer a Pension 2 to our employees. This will be at no additional cost to the school. This allows employees to have an additional retirement pre-tax option. It will work through CalSTRS and those at CalSTRS will be able to support the staff who wish to learn more about this option. This is not a required option, staff may still go out and find other options if they choose, but we want this to be on the table as an option. From what we understand, this

is like 401K for teachers and classified staff.

- Amber Brown made a motion to send the Pension 2 to the board for their review. Chairun Combs seconded the motion.
- 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

- Susan Domenighini presented a document that outlines the specifics of why students were leaving Blue Oak. As mentioned in the finance report, our budget was scheduled for 285 students but we have dropped down to 270 students. The most significant numbers were either moving out of town or moving to home school. We have scheduled 275 students for next year. All classes are full at 28 up to 6th grade, our 7th grade have 25 and both 8th grade classes are about 35; Kindergarten is full. We are still in the process of marketing for our school so we are hoping it will stay full. We may want to add another class of Kindergarten next year or the year after but for now we are looking good.
- Susan has talked with teachers about the possibility of increasing class sizes to 30 students in a classroom. They had questions about the physical size of our classrooms and about extra support from aides. We cannot afford to lose any of our specialty classes if we want to be Waldorf accredited. We also don’t want to lose any of our non-classroom based programs such as our math and ELD intervention or our SPED program.
- There is still a lot we don’t know about what the state legislature is going to do in terms of funding. We are hoping they choose to move towards an enrollment practice rather than an attendance practice. Susan is having preliminary discussions with Jim if changes will need to be made. Additionally, Susan is going to work on where the Special K funds will be used for next year. We are working on applications and hiring to fill our positions that will be vacant next year but no additional hiring other than that.

4. SUSTAINABLE SCHOOL DESIGN TASK FORCE

4.1. Continued Review of Budget Based on Numbers

- Most of this topic was discussed earlier in the meeting. There is no more information to share.

5. NEXT MEETING - Tuesday, May 10th, 2022 at 4:15PM

6. ADJOURNMENT

➤ Amber Brown adjourned the meeting at 5:43PM.

· Minutes Taken By: Alexandra Archer

Approved by: *Amber Brown* Date: 6/23/22