

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

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Meeting ID: 912 5936 1276

Passcode: 48657Y

Tuesday, June 21st, 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.

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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			

➤ 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: 8/10/22

