

**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**

*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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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**

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**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
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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 BOCC 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			

➤ 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 our SELPA 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.

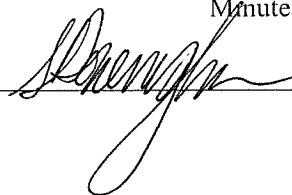
**5. NEXT MEETING - Tuesday, July 12th, 2022 at 4:15PM**

**6. ADJOURNMENT**

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

Minutes Taken By: Alexandra Archer

Approved by:



Date:

8/22/22

