

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

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**Meeting ID:** 983 4791 9501

**Passcode:** PUvR9p

**Tuesday, August 9th, 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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**AGENDA**

**OPEN SESSION - 4:15 PM**

**1. OPENING**

**1.1. Call Meeting to Order**

➤ Amber Brown called the meeting to order at 4:21PM.

**1.2. Roll Call of Committee Members and Establish Quorum**

➤ Present: Amber Brown, Susan Domenighini, Kate McDonald, Chairun Combs

➤ Absent: Maggie Buckley

**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."*

➤ Kate McDonald 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 addressed the committee.

**1.5. Agenda Modifications**

- No agenda modifications were made.

**1.6. Approve Minutes from July 12th, 2022**

- Amber Brown made a motion to approve the minutes from July 12th, 2022. Kate McDonald 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.

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

- The BOFC acknowledged the continued use of teleconferencing for 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, informed the BOFC that there was nothing new to report this month; July is not a particularly meaningful month as far as finances. Cash flow is the same as we discussed at the last meeting. Financially, as we start August, we want to consider what budget revisions we may want to make so that we have a more true view of what we think the year is going to be now that we really know what it is going to look like.
- We are certain that the Hold Harmless funds will need to go in this year's audit and our auditors will agree but the CDE doesn't agree so we are essentially going to have to do some estimating. The official calculator from the CDE won't come until January. No further action was taken at this time.

**3. BUSINESS**

**3.1. Pay Scale Updates**

- We were informed by CharterImpact that there will be another minimum wage increase soon to \$15.50 due to a 7% increase in inflation. This is a new

requirement by the government that the minimum wage will need to increase after every 7% increase in inflation. Susan proposes the attached new salary schedules. The caveat is that we haven't seen the 22/23 pay scale from CUSD yet but Susan is assuming it will be close to what we are presenting now. However, Susan feels like we should approve the options now and then if CUSD is quite different then we can change it again later if need be. Either way, CUSDs will not be less than ours. If approved, these pay scales will help inform Jim about how we will adjust the budget. Plus, after the increased funding, we had some room in the budget for this funding area. The only change Susan would like to make on these documents is to change the effective date to August 1st to ensure everyone receives this new scale starting into the new school year. Overall, this is a 3.33% increase on all salary schedules. The COLA is 12%.

**3.1.1. Classified**

- There are two options provided for Classified staff. The first option just slightly increases to meet the minimum wage increase. The second option more closely matches the CUSD salary schedule.
- Chairun Combs made a motion to recommend to the board Proposal #2 for the Classified salary schedule. Kate McDonald 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.

**3.1.2. Certificated**

- The only option presented is an increase that matches the minimum wage increase. Susan has also added the Intern line item to the certificated option so that it was more clear that Interns are still paid the same as a 1st year teacher but they do not move to the 1st step until after they officially receive their credential.
- There was a possible concern about why the current cap is so high on the newly presented schedule. This item was put off to review it once more and vote on it at a different time; there was possibly a mistake on the proposed document.
- No vote was taken on this pay scale at this time.

**3.1.3. Management**

- Only option presented is an increase that matches the minimum wage increase.
- We will hold off on voting on this item until we have the certificated salary schedule updated and approved as well.
- No vote was taken on this pay scale at this time.

**3.2. Approve Contracts**

**3.2.1. Ellie Glusman**

- Ellie Glusman was our ELA teacher last year; she was a teacher here for 3 years. She's moved to Oregon now but can still provide help to our schools remotely and on campus. The contract proposed would be for the 22/23 school year.
- Susan has reached out to Ellie with two intents in mind; she knows our school and our needs. One request was to help us with a referral process with students who are struggling. Part of working with Ellie was to continue our work with equity and diversity. We had Lyndsay with us last year, and she did a great job, but Ellie has a different and strong perspective on that as well. She is prepared to work with teachers individually and in groups to support teachers in this realm. Part of the idea behind this proposal is also knowing the workload Susan has at the moment, really focusing on SPED; this is someone who can fully focus and support Susan in this area.
- The main concerns about this information may already be covered by the MTSS team. The issue is we still don't have a sense as to what the MTSS is going to be doing this year; some members asked if we can put this item on hold until then. Other thoughts from the BOFC would be to consider what other possibilities and options we have within our school community first before we look for an outside source. Afterwards, we can reconsider what support Susan will still need and can reevaluate this proposal if it comes time for that.
- No action was taken at this time.

**3.2.2. Riley Murray**

- The contract presented proposes one of our past teachers, Riley Murray, join our team as project manager. Riley did an excellent job of organizing and planning the summer camp last year and these skills could be reflected well in our expanded learning program. Susan reached out to Riley because when she did this program, she created the budget for that project as well and was very Waldorf oriented with it. Susan is hoping to get help on implementing the projects listed on the contract provided. These are manageable deliverables for her to handle and would take some load off of Susan's plate since she has a new increased workload this year. She will work on these projects as an independent contractor and will invoice Blue Oak based on where she is on the projects. We are basing her payments on our classified salary schedule. The concern is that they need to be developed in a way that serves the community and pays for itself which requires a lot of attention and care to detail. If Riley weren't doing these projects, it would be up to Susan to complete, so this will help with balancing her workload. If more projects come up, especially for sustainable schools, we can consider adding those deliverables to her contract as well. Most work will be remote but she would be able to attend on campus if needed.
- One member feels there's really no one else, of our current staff, who has the time to complete these projects either so she feels this is a great option especially since we know she will do such a good job.
- Chairun Combs made a motion to recommend Riley's contract to the Charter Council. Kate McDonald 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.

**3.2.3. Emma Todd**

- Blue Oak currently does not have an on-site counselor. Susan has spoken with Emma Todd, one of our School Counselors in the past, to see if her team could help provide support for referrals and basic work of a counselor for us. This would include one on one meetings, referring the student to outside counseling if need be, etc. Her team would not be contracted to do staff training at this time. She was willing to offer 16 hours a week with 4 different counselors working for her. Emma has been a Waldorf student in the past so that connection will work well with our community. Plus she can provide more counselors than just herself which could be very helpful to address different students and different needs. Her rate is about \$65 an hour which is a normal level since we aren't covering benefits or anything like that. This is an option we have available to help us out with that particular need for students although we will continue to look at additional options and resolutions to get more support than 16 hours as well. In the counseling field, 20 hours a week with childrens is pretty much considered full time. Blue Oak is trying to figure out what is healthy for this position since we have seen 3 different counselors since Susan has worked here. The burn out isn't a Blue Oak issue, though, it is an issue in this particular field. The counselors can choose to offer support either via Zoom or come on campus to visit with a specific student. We are asking Todd Counseling to commit for the whole year. Budget-wise, it looks like we would be saving money rather than paying a full time counselor with this option.
- Amber Brown will recommend the Todd Counseling contract to the board for approval. 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.

**3.2.4. SLP**

- This contract is not ready yet so this will be presented at a different time. No action was taken at this time.

**3.3. Approve Meeting Dates**

- Susan Domenighini made a motion to approve the current dates as presented. Amber Brown 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. Executive Director’s Report**

- From a financial standpoint, we are working on getting students enrolled as well as getting open staff positions filled which the contracts have helped with.

**4. SUSTAINABLE SCHOOL DESIGN TASK FORCE**

**4.1. Review Strategic Plan Information for Input**

- In reviewing the strategic plan, Goal 1 is the only goal that relates to the Finance Committee. Below is the committee's review of this goal.
- Goal 1 –
  - The BOFC has completed items 1, 2, 3 on this goal and are still working on items 4 and 5. Overall, we are making progress for all areas of Goal 1.
  - The BOFCs suggestion to the board is to add the following ideas to the strategic plan: add preschool planning and expanded learning program as goals.
  - Amber Brown made a motion to suggest the two goals to the Charter Council. Kate McDonald seconded the motion.
  - Vote.

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

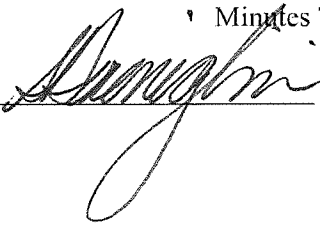
- Vote passes.

**5. NEXT MEETING - Tuesday, September 14th, 2022 at 4:15PM (if approved)**

6. ADJOURNMENT

- Amber Brown adjourned the meeting at 5:47PM.

Minutes Taken By: Alexandra Archer

Approved by:  Date: 9/14/22

