

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

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**Meeting ID:** 838 8281 0720

**Passcode:** t39y2H

**Tuesday, November 15th, 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**

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**OPEN SESSION - 6:00 PM**

**1. OPENING**

**1.1. Call Meeting to Order**

➤ Chelsea Parker called the meeting to order at 6:03PM.

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

➤ Present: Trisha Atehortua, Leanna Glander, Kristen Woods, Chelsea Parker, and Laurel Hill-Ward

➤ Absent: Vicki Wonacott

**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 verse.

**1.4. Agenda Modifications**

- No agenda modifications were 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)*

- No audience members addressed the council at this time.

**2. CONSENT AGENDA**

**2.1. Approve Minutes from October 18th, 2022 and November 1st, 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 Offers of Employment**

**2.6. Accept Employee Resignations**

**2.7. Acknowledge BOCC Resignation**

- Laurel Hill-Ward made a motion to accept the consent agenda. Leanna Glander seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

**3. FACULTY**

**3.1. Grade Level Report**

**Sarah Lee & Nick Meier**

- Sarah Lee shared a presentation via Powerpoint.

**4. GOVERNANCE**

**4.1. Finance Committee Report**

**Susan Domenighini**

- The BOFC reviewed a few things that are on the agenda to discuss later including the 1st interim report, factoring terms and the line of credit options as well as the pay scale and insurance options.

**4.2. Parent Council Report** **Kristen Woods**

- The PC talked about Walk Into Winter which will be taking place Saturday, Dec 10th from 2PM to 7PM. The 7th grade parent rep is taking the lead on that event. There will also be another monthly clothing swap this Thursday held by Ms. Claire. The PC has been donated amazing speakers and mics for events in the future. Members also began talks about fundraising but some items were tabled for next month's meeting.

**4.3. Equity & Inclusion Task Force Report** **Susan Domenighini**

- The Task Force staff reps met yesterday; we are still needing parent representation. We are doing some good work; we talked about inclusion of world culture in the regular curriculum and how to do that well; it's a big topic. At the moment we have a great list of monthly celebrations going but are talking more in depth about how to make those celebrations included as a regular part of our block schedules each year. The task force wants to make sure we are not just celebrating a culture once a year, or isolating a culture to a specific month, and instead incorporating as many cultures as we can in our year-round curriculum. Next month, we are going to start the conversation of defining diversity for our school (cultural, racial, neuro-diversity, etc). We want to define it for ourselves so we know how to tackle it better as we move forward now that this is a regular part of our conversation at school. Starting with what diversity means to our school would be helpful as we move into future actionable conversations to support inclusion and equity.
- Leanna suggested using Chico State as a resource we could utilize for this. Leanna will share a few contacts with Susan from the Cross-Cultural Leadership Center.

**4.4. COVID-19 Response**

- We have had a significant increase in COVID cases. Susan has had to send out a few ParentSquare messages. We do have home tests available to hand out. We have also been encouraging families to test before coming back to campus after the break. We have plenty right now to get through the holidays. Natalie and Susan are still working to keep up with the continuing changes in guidelines and regulations. As of right now, things will stay the same but we will have more information next month. In addition to COVID, there have been a lot of illnesses lately through our staff and students. The board suggested reminding parents about independent study for COVID and other outages.

**4.5. Establish BOFC Chair**

- The Finance Committee needs a new chair since Amber Brown has stepped down from the BOCC. The BOFC chair is required to be a BOCC member. Trisha stated that she will attend the December meeting as an interim chair so the board can have more time to establish an official chair. We will bring this item back to the December meeting.
- Chelsea Parker nominated Trisha Atehortua as interim BOFC chair for November. 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			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

➤ Vote passes.

#### 4.6. 1st Interim Report

- 1st Interim is the report out on our October financials. The BOFC checks in monthly as a school but the state and authorizer don't need to check in until October. The information in this report is the same information we have reviewed but in the required format. It states what our budget was in June, what it looks like now, and what it should look like at the end of the year. The surplus in this year's numbers are driven by fully recognizing the schools Hold Harmless. The Hold Harmless funds are good news this year but in the 23/24 school year it will take more creativity to make our current budget work with the enrollment that we have.
- Trisha Atehortua made a motion to approve the 1st Interim Report. Kristen Woods seconded the motion.
- No further discussion.
- Vote.

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

➤ Vote passes.

#### 4.7. Factoring Term Sheet Options

- Jim is hopeful that this is the last time we should be having this conversation this year. The problem is the cash flow. In the financial forecast we talk about cash flow by month; one of the measures we use to gauge cash flow is the 15% reserve and, at this time, Blue Oaks cash flow is continuing to be lower than that at the end of the month. The stress on our cash flow through January is due to timing of our funds coming into the school from the state, it does not mean we are over

budget. So, at the moment, our option is cash borrowing. Our two options were \$150 or \$240 which come with additional fees. Jim is on the side of fear of running out of cash so he tends to lean towards taking the larger option to make sure we have stabilized cash through February.

- Chelsea, having experience in the finance office, recognizes that being short on cash puts a huge strain on our school and our relationships with our vendors. The BOFC recommends taking the full \$240 option. We are also about to approve the Certificated pay scales that we promised would be backdated through August and will need to be all paid at once. So that is another reason to make sure we have enough cash on hand. The difference in discount rate is the amount of time we have the cash before paying it back.
- Trisha Atehortua made a motion to approve both factoring options as presented. Leanna Glander seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

#### 4.8. Line of Credit Options

- The BOFC began this conversation last month with the elimination of the Amazon line of credit. The school has not had a credit card for 6 years, however, this change with Amazon makes it difficult to continue without one. We looked last month at 3 options: having a regular credit card, having a CAM line of credit account for charter schools, and having the Cal State credit card. The Cal State credit card doesn't work well for charter schools but we are still looking at utilizing both the CAM and regular credit card options. Over time, we'd like both options, one for larger cash flow needs so we wouldn't need factoring anymore, and the other for purchases such as ordering for teachers, field trips, etc. Any statements from the credit card would go to the BOFC and BOCC each month for review so it would be a transparent process just as our ACH debits are now. We do need to get at least the credit card approved by next month since Amazon stops in January but we will still continue to look at a line of credit in the future as well.
- Chelsea suggested that maybe we could get a credit card that gives cash back as a benefit since we typically always make our payments on time. Maggie is researching these options at this time. Also, it was suggested that the school could consider a Visa through Costco if we need to buy in bulk and gain other benefits that way. At the moment, this item is informational, no vote is required.

**4.9. Pay Scale Updates**

**4.9.1. Certificated**

- Last August the BOCC approved an updated Classified salary schedule but we put off the Certificated salary schedule. This was because there were some clerical errors CUSD hadn't released their salary schedules yet for comparison. Now that they do, we notice that our version ends up a little higher towards the end of the pay scale but overall we are pretty much competitive with CUSD which is our goal. We also added a few new things to the Certificated pay scale that we have been doing for a while but just wanted to add to the pay scale to make things more transparent which is listing out our stipends at the bottom. We have other stipends such as teacher-in-charge, but the ones currently listed are the most standard stipends. We have had these stipends in place for the last 7 or so years; we feel that adding them to the salary schedule up front would make things more clear. Also, when we approve pay scales in the future we can re-analyze the stipends as we go as well.
- Chelsea requested that for the stipends we specify how often they are paid (i.e. per year, etc.). At the moment, the increase in COLA as well as supported enrollment will help ensure this increase is sustainable in the out years. Specifically, this pay scale will be fine for the next 3 years; when you get out to 5 or 10 years from now there are too many unknowns. Ultimately, as we look at other sites we are hopeful this increase is a reasonable and sustainable choice as well.
- SPED certification is in the last column because it is of high demand and Waldorf certification because it takes an extra 2 years of school and we want to encourage our teachers to be Waldorf certificated.
- Chelsea Parker made a motion to approve the Certificated Pay Scale as presented with the addition of the frequency of the stipend payments. 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			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

**4.10. Health Insurance Options**

- Susan and Maggie began looking at health insurance options earlier this Fall to see if there were any better options for our school. We looked into BCOE options but the increase for the school would be expensive and not a significant increase in coverage for the individuals either so it didn't seem like a good option. Keenan

declined to make an offer to our school; they didn't feel we had enough staff to offer us a contract. The broker we work with looked into a number of options but it still came up that what we have now would give us the best options. So we are going back to recommend Anthem again for our medical option. Overall, the increase of cost for school and employees will be 7%. The most that any single employee will have an increase is \$171 per month, but most won't have an increase at all. Overall, the increase per month for the school will be about \$160. It is the recommendation of the BOFC that we move through with this option.

- The board wanted to thank everyone involved in this process for always doing the due diligence in what is going to be best for our staff.
- Kristen Woods made a motion to approve the health insurance options as presented. Leanna Glander seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

#### 4.11. BOCC Volunteers for Kindergarten Event

- We have talked about enrollment in Kindergarten at these meetings in the past and want to continue to put our message out there. November is the month that CUSD does their Kindergarten outreach so we want to piggyback on that and remind people we were here. At this event, prospective parents will be able to talk about our program, meet our teachers, see our classrooms, etc. They no longer include charter schools in the same CUSD event like they used to so this is our solution: to try to have our own. Additionally, we planned this event a bit too late to invite other charters, plus it is the first time we are trying this so we wanted to see how it goes first before extending an invitation.
- One thing that the BOCC suggested is still having Mornings in Kindergarten for future families and possibly marketing our Kindergarten commercial more.
- Chelsea Parker and Trisha Atehortua volunteer to help with this event.

#### 4.12. Williams Report Settlement Letter

- We talked before about CUSD coming to our school and reviewed our instructional materials and facilities. This letter is our official report from that visit. They were very impressed by our program.
- The Williams Monitoring is a random drawing from the state based on low test scores. This is the first year charters have been included in this process. Participants are selected on a year-to-year basis.

- Leanna Glander made a motion to acknowledge the Williams Report Settlement Letter. Kristen Woods seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

## 5. ADMINISTRATION

### 5.1. Executive Director's Report

**Susan Domenighini**

- Projects
  - Susan is continuing to work with Riley Murray on a few projects. She will present an update on these projects at the meeting next month so if you have any questions for her she will be here. We had hoped she would get everything done by January but at this point this is probably not a realistic goal.
- New Site
  - Susan is continuing to work on finding the school a new site. Turner Impact is on the site this month, we believe the reports will be ready by early December. Susan has reached out to a former board member, Joc Clark, to help with facilitating future town halls to review these reports. We are working on setting a date soon based on his availability.
- Parent Council & Faculty
  - Susan wants to say that this year's PC has such a great enthusiasm for fundraisers. She has seen a lot of positive energy and is very grateful for this. Also, she reached out to George Hoffecker to discuss the role of the PC. PC members are meeting in a retreat soon to discuss how to help establish the PC role more clearly. George was the principal of the first public Waldorf school in California. He is currently a consultant in the Waldorf world; he gave great input and ideas to help. He will also Zoom in to a faculty meeting soon to help with COVID-related struggles in students. He is offering individual time with our teachers as well.
- Kim John Payne Professional Development
  - Kim John Payne will start with training our faculty in January. The BOCC approved his contract last month. This training may move us away from Nurtured Heart and into his program; it seems this program meshes very



well with Waldorf. We can see it as a really positive structure and less conflict with Waldorf versus Nurtured Heart.

**6. NEXT MEETING - Wednesday, December 14th, 2022 at 6:00PM**

**7. ADJOURNMENT**

➤ Chelsea Parker adjourned the meeting at 7:30PM

Minutes Taken By: Alexandra Archer

Approved by:  Leanna R Glander (Jan 27, 2023 14:45 PST) Date: \_\_\_\_\_