

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

Wednesday, December 14th, 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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Update: On September 16, 2021, Governor Gavin Newsom signed Assembly Bill 361 (AB 361) into law which allows public agencies to continue to conduct meetings remotely during the COVID-19 pandemic and other proclaimed emergencies. 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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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 6:12PM.

1.2. Roll Call of Council Members and Establish Quorum

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

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.”

- Trisha Atehortua read the school invocation.

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 were present to address the council.

2. CONSENT AGENDA

2.1. Approve Minutes from November 15th, 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

- Leanna Glander made a motion to approve the consent agenda. Trisha Atehortua 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

- The school is getting ready for the Winter Concert. Sarah shared a slideshow with updates from each class. This slideshow can be found on the schools website.

4. GOVERNANCE

4.1. Projects Update

Riley Murray

- Riley Murray, who is working on a number of projects for Blue Oak, gave an update on the status of each project. Riley proposed some changes to the schools calendar based on the community survey Riley took for extended learning

program options. These changes would provide a lot more care on campus for our families who need it most such as extended care on our half days and providing school care options on non-school Mondays and Fridays. Riley is working with Kellie Machi, our Registrar, to create a form in Registration Day packets to collect more specific information to base this care off of each year and to create a process for enrolling into this care. Riley has created a proposed budget for providing this care as well; and is hopeful that this care will compliment what we are already providing at school. Currently, Riley has received back 34 staff/faculty responses and 42 community responses in the survey she sent out. One thing that was highly requested was a summer camp program. She also recommends hiring an Expanded Learning Program Director to oversee these new proposals. CARD is not interested in hosting a middle school program with Blue Oak, so part of the proposal is to have paid positions for after school clubs which will hopefully provide extra care for upper grade students. The budget for the grant that we have for these expanded learning services is about \$90K. Using these funds, Rileys goal is to hire, in total, 1 director, 1 morning aide, 3 half day aides, 2 non-school day aides, 3 paid aides for clubs and 3 teacher stipends for oversight of the clubs.

- The board wants to make sure this program includes Kindergarten since CARD has made some changes to their offerings for our school in this realm due to safety and low enrollment. Riley feels that this program should be able to include Kindergarteners. The hope would be to offer Kindercare on Thursdays with these funds as well. The benefit costs for full time employees for this program could be covered by this grant for as long as we have the grant funds.
- Majority of parents and staff feel we are currently not meeting the childcare needs of our families. Many responses of what families wanted at the school were school year clubs, summer programs, and summer clubs and/or meet ups. Many parents stated that before-school care would be a great support as well. A few parents responded and said they would be interested in volunteering or being paid to participate in the after school clubs and/or summer programs. Based on the survey, Riley gets the feeling that our community is hopeful for these services.
- Riley will share her presentation via email. The board will read through and see if there is anything that is actionable at the board level and Susan will do the same at the Administrative level.
- Riley is also working on the preschools program. She is currently working with Valley Oak Children Services to hear more about their proposed budgets for a preschool program. Riley went through the Childcare Center Application Orientation and now has the certificates to officially be able to apply to create a childcare service. She attended a workshop at Chico State to support preschool-aged and TK students and is moving forward with plans in hopes to open enrollment for preschool in late spring so our preschool could be opened by next August.

4.2. Finance Committee Report

Trisha Atehortua

- Bathroom break, please watch recording of this to write it up,
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4.3. Parent Council Report

Kristen Woods

- Treasurer's Report: approx. \$19,000, \$15,000 available. Funding requests: Supporting Walk into Winter, The Winter Concert, and Teacher Milestones were approved. Ryan, Kristina, and Paige volunteered to work on some PC Bylaw

changes and Standard Operating Procedures (SOPs) concerning meeting engagement.

- Walk Into Winter will be held this Saturday December 10th from 2 pm to 7 pm. Admission is Free and Open to the community too so bring Friends and spread the word. Check in with your classes to see where you can help. The Parent Council will be selling tickets for classroom crafts at the door - \$2 per ticket. Tickets can be cashed in at the classroom booths and PC concessions. Local Vendors will also be selling crafts (but tickets are only for school booth vending). A Light Spiral will be held at 6:00 in Classroom 21 and parents are welcome to participate - limited to about 25 adults. Winter Concert: December 15th will be from 6 to about 7. The Parent Council will sell light concessions beforehand.
- Historic fundraisers and PC Rhythm were reviewed. This discussion will continue at future meetings. Additionally, with the PC, Susan has been focusing on the three legged stool: faculty, staff, and the PC. Susan has the feeling that there hasn't been much strength in that stool since before Susan was here. She was working on it pre-Camp Fire but since then there have been a lot of disasters. Now, we are getting back into the rhythm of strengthening that again. After this discussion, Susan decided to try to do the same type of reporting at PC meetings that Susan does during the BOCC meetings. There was positive feedback with this choice so she will continue with this rhythm.
- Thank you to Susan and the PC for this work.

4.4. Equity & Inclusion Task Force Report

Susan Domenighini

- The Equity Task Force began discussion on the references to global diversity through the schools curriculum. Right now, we are doing a lot of winter celebrations and are talking about what those are throughout the globe rather than just one celebration. That is already happening to some extent but tracking it for consistency is something we want to focus on. This discussion came up in our LCAP last year as well and we want to make sure it is a school-wide conversation. Next month, we will be starting discussions on how we address different types of diversity at Blue Oak. We want to make sure we aren't getting stuck in focusing so much on one thing that we forget about others.
- Additionally, we have had our first novel set application. Last year we set up a process for choosing what novels we want to be using in the classroom through the lens of DEI. Then we created a process for vetting old and new recommendations. Last month, a teacher proposed a new novel set to replace an old one for their grade. We are currently working on approving that novel set and after that we want to look at K-8 novel sets; we are excited about these changes. We also talked to PC about the fact that we still don't have parents represented on the Equity Task Force. The PC recommends that we reach out via a survey to parents to see if a time change would help boost participation; we are currently trying to find a solution. Also, we are still very short for parent reps on the Finance Committee. Overall, we are wanting to bring these topics back to parents' minds post-COVID.

4.5. COVID-19 Response

- Blue Oak is pretty much continuing down the same frame. We are continuing to see cases; we've seen 3 in the last month as opposed to last month when it was more like 3 in a week. We are dealing with RSV and other illnesses that are not COVID related as well. COVID is obviously much more formal but the increase

in illness is also very prevalent. We put a post in the Acorn out today to remind parents about taking care of students' health and to offer take-home COVID tests; there are plenty available.

4.6. Assign BOFC Chair

- Trisha Atehortua said she would be okay to be the interim chair for the Finance Committee until the Facilities Committee starts. Vicki Wonacott is also willing to volunteer.
- Vicki Wonacott nominated herself to become the BOFC Chair. Chelsea Parker 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. Credit Card Approval

- Office Staff have looked at several different options for credit cards and ended up choosing a very good American Express card; it is designed for business. There is no annual fee and a low interest rate; it is something we can use for professional development, travel for teachers, and to order school-wide supplies. We will get points and cash back that we will apply to our balance. Susan will be the card holder. The school has the card now and will need approval tonight so we can activate the card; otherwise we will shred it and go back to the drawing board. We will need to start using it in January when our Amazon corporate account is no longer available for purchases. We will be required to pay it off each month, and there are penalties for paying late, but we have consistently paid our balance off each month in the last 4 years. With Charter Impact, it has been easier to keep everything on track and pay our bills on time. Additionally, not having a credit limit will be helpful for beginning of the year purchases which is a problem we ran into a lot with the Amazon credit account. Finally, we have committed that the statements will be reviewed by the BOFC and BOCC each month. Susan will review our financial policy to make sure that process is documented.
- Thank you, Susan and Maggie, for your due diligence
- Leanna Glander made a motion to approve the American Express credit card that was presented. Trisha Atehortua seconded the motion.
- No further discussion.
- Vote.

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

➤ Vote passes.

4.8. Dental Screening MOU

- Natalie Wren, our School Nurse, works for nine charter schools in Chico; we all share her. She brought us into the conversation with Butte County about grants that they have for children's dental health. We are a Title I school with over 51% low income so we get the benefit of having Butte County check the children's teeth, fluoride varnish, and oral health screening. They actually have a van that can come around to do surgeries and such as well. We are asking that BOCC approve this MOU for dental health services which will include parental consent before screening, etc. Thank you, Natalie, for your hard work.
- Trisha Atehortua made a motion to approve the dental screening MOUs. Vicki Wonacott 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.

4.9. Capacity Building Grant

- North Valley Community Foundation (NVCF) asked Blue Oak to apply for this school-focused grant. We have never applied for a grant via NVCF so it is good we are doing this. This grant is very specific in what we are allowed to spend the allotted funds on and requires a high impact from the CampFire to obtain it, which is something we qualify for. There were options presented for what to spend the funds on, so Susan chose professional development. We have Kim John Payne coming to work with faculty but that training is not available to the classified staff at this point. So with this grant, Susan asked for money to pay

classified staff additional hours so they can review the professional development training as well.

- Leanna Glander made a motion to approve the capacity building grant. Trisha Atehortua 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. CCSPP Planning Grant

- A provider reached out to Amber Bass, our Wellness Coordinator, about the possibility of this grant; it is due next Tuesday. This grant allotted for two years of planning to build partnership work in the mental health field. Mandy Kling, our School Counselor, as well as Amber and Susan feel that we have a lot of pieces of a really good service plan that we have attempted or are working on but we do not have a really solid plan for how to bring all the pieces together. This grant would help with that. The grant would be to have a staff member focused for one to 2 years on preparing the plan and then we would apply for the implementation grant. The planning grant is about \$200k for 2 years and then the implementation grant is about \$500K for 5 years. This grant will really help us to reach out to community members and form more professional relationships in the mental health field because we currently have a lot of personal connections. It is Amber and Mandy's first attempt at writing a grant; Susan is guiding and helping them with this process. They are learning how to put a grant together and learning about the work that goes into it; Susan is helping put the budget together. It is an exciting possibility. Susan needs BOCC approval for submitting the grant.
- Trisha Atehortua made a motion to approve the CCSPP grant for submission. Vicki Wonacott 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. Administration Pay Scale

- As you know, we have gone through and updated Classified and Certificated pay scales to match minimum wage increases. The next step is updating the Administration salary schedule. Susan has increased the Executive Director and Assistant Director pay scale by the 3% increase that everyone got including teachers as well as CUSD. As far as the Facilities Manager, Susan also added the 12th month as well as a 3% increase. Currently, we have the Facilities Manager as an 11 month contract Susan would like to increase it to 12 months because not having someone in July has become a problem over the last few years especially considering the summer school program timing. The Facilities Manager pay scale is competitive but Susan is not sure that the Executive Director pay scale is competitive. Chelsea Parker recommends that the BOFC check that the Executive Director pay scale is competitive to other schools in the area just as we do with the Classified and Certificated salary schedules for the next budget year. Susan doesn't feel she can look at increasing this without the BOFCs recommendation or guidance since she is in charge of making the budget; it doesn't feel kosher. The BOFC can decide if they would like to bring a new pay schedule back next month or before the next budgetary year for Susan.
- Leanna Glander made a motion to approve the Administration pay scale as presented. Trisha Atehortua 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

- Audit -
 - We had a lot of discussion to get the audit done by Dec 15th. The audit was almost ready to go, there were no items found, but then they realized

they really didn't check the Independent Study (IS) from last year and noticed we had a few students on it for a long time. We had a number of families who didn't want to come back for a number of reasons such as the stress of the transition back to school or uncomfotability for lack of vaccines. In order to get the audit done by the due date it would have had to happen overnight which wasn't possible. Charise Bromley at CUSD helped us to agree to an extension for the audit; CUSD concurs with our needs. This request will go to the county and then the state for approval but it should be passed. There's no need for action, this is simply informational that Blue Oak has requested an audit extension and has received support from the district. Also, we are very confident in Nadine, who was our IS teacher last year, so all should be good. The audit is extended to January 2023.

- Kindergarten Event -
 - The Kindergarten information event went really well. Susan was very hopeful after the event for recruitment. There were lots of good questions and a number of new families came to the tour the next week.
- Interview and Parent Volunteers -
 - Staff completed interviews for the Instructional Aide and Assistant Director positions last week. Susan is beginning to put out volunteer requests for parents in all areas. One, specifically, is adding parent volunteers back to hiring committees.
- School Sites -
 - A Town Hall meeting for the future school site was held and Susan felt like it went really well; people expressed their concerns respectfully and the experts were there to answer questions. In recent news, we did have another potential site come up recently which feels exciting. We are putting a pause on this one because the other one might be larger and in another good area for development. So Susan is exploring multiple options right now. We will share more on that soon. Joc Clark, our moderator for the Town Hall, did a great job. Overall, everyone seemed like they liked the idea that we send a survey out to see where everyone falls on moving to the potential site in question. Also, Susan reached out for another lease extension for the next year or two to keep us at our current site while we look. It looks like we will have a better situation for the school with a consistent 3% increase instead of a fluctuating one. Our brokers did a good job to get us a good deal. Susan is still reading through it and will bring it to the next BOCC meeting for approval.
- Teacher Observations and Professional Development -
 - Susan has been completing observations at about the rate of one a week. This is taking a lot of time. When Susan does an observation she is there all morning. Compared to other schools the average is about 45 minutes but that is not enough time to capture all of Waldorf magic. Kim John Payne training starts in January.
- Dashboard Reports -
 - The school dashboards are open from 2022. Blue Oak is below grade level but above the state average for ELA and Math. This puts us out of the concerned area that we were in 4 years ago, Our suspension rate is much

lower than average. The district is at 4.5% we are at 1.6%, so either our behavior management is way better than the district or we aren't disciplining our students enough. We have really done the preemptive work with behavior and continue to work on positive and negative engagement with children. Our biggest struggle is still our chronic attendance. We are at 40% which is terrible but our CUSD school we compare to is McManus Elementary who is at 38%. So it's not so terrible for the area but most schools in the state are under 20%. We talked about potentially asking students to return to the district if chronic attendance keeps up. We are still providing a lot of support before proposing this option but Susan is thankful for this option that the BOCC approved. Also, the school is using the Blue Oak leaf to encourage good attendance.

➤ Playground Noise -


- Thank you to Buck for caring for our neighbors. Recently, the school got an email from one of our neighbors behind us regarding screaming children. Buck went out, talked to the neighbors, researched what the district does about screaming children during recess and has been working with neighbors to resolve this. They seemed much happier after that.

6. NEXT MEETING - Tuesday, January 17th, 2023 at 6:00PM

7. ADJOURNMENT

- Chelsea Parker adjourned the meeting at 7:53PM.

Minutes Taken By: Alexandra Archer

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