

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, March 21st, 2023 - 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.

Notice: Any person with a disability may request the agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting at, 450 W. East Ave., Chico, CA or by calling (530) 879-7483 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday (at least 48 hours before the meeting). All efforts will be made for reasonable accommodations.

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 6:05PM.

1.2. Roll Call of Council Members and Establish Quorum

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

➤ 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.”

➤ Vicki Wonacott 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)

- Nicole, a Blue Oak parent and the Parent Council (PC) chair, stated that at the last PC meeting she started discussion about an anti-bullying campaign called Walls and Stall. She would like to see this implemented at the school. It would consist of a 10 minute allotment at the end of the day to go in and check the walls and stalls for any type of graffiti as well as other anti-bullying practices. Nicole was hoping to get this curriculum on the BOCC agenda to see if we can implement it. Chelsea Parker will connect with Susan Domenighini to see if we can move forward with this idea.

2. CONSENT AGENDA

2.1. Approve Minutes from Tuesday, March 28th, 2023

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. Credit Card Statement

2.5. Accept Offers of Employment

2.6. Accept Employee Resignations

2.7. Approve Overnight Field Trip

2.8. Approve Donation

2.9. Acknowledge Employee Dismissal

- Leanna Glander made a motion to approve 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			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

3. FACULTY

3.1. Grade Level Report

Sarah Lee & Nick Meier

- Nick Meier shared the Grade Level Report via Google Slides. These slides can be found on our schools website under Parent Resources.

4. GOVERNANCE

4.1. Return to Brown Act Norms

Susan Domenighini

- As we have communicated to the board and the school via ParentSquare, the governor has removed the emergency act around COVID-19. One of the changes this brought was a return to regular brown act procedures. Zoom is still available for members of the public to attend from wherever they'd like but the board will be returning fully on-site. We also have available space for members of the public to join on-site as well.

4.2. Finance Committee Report

Vicki Wonacott

- Michelle Green made a generous donation to the school which was approved in the consent agenda, The BOFC also looked at the Travel Expense Policy and recommended that the board approve it. The school likes working with the CLA audit firm and are hoping to approve it later today to keep using it for next year. The council will also be talking about the Form 700 later in the meeting which is an obligation for board members. Ryan Sanders is no longer a parent member on the Finance Committee and we finished the meeting with the directors report. Jim did mention that we are forecasting a financial pinch for the school soon. Things will be a little tight as we wait for funds to show up near the end of the school year; it is a timing issue really. The school also got approved for a grant for mental health services; we will be talking about that later.
- The grant for mental health services, the CCSPP grant, is for next year. It is the grant that Mandy Kling and Amber Bass worked on to design a better mental health system for Blue Oak. The BOCC approved the application of the grant and we just recently found out that we were awarded funds. The purpose of the planning grant is to focus on what we need; working with stakeholders in the area, establishing relationships, sending out surveys, collecting data, etc. It will cover the funds of staffing someone to do all of that work. We have noticed we have a lot of good pieces at Blue Oak, we just need to put them all together and this grant will help support us to do that. After the planning grant will come an implementation grant.
- The BOFC now has at least 4 seats for parents to sit on the Finance Committee. We haven't really gotten responses from all-call to the whole school so now we are asking teachers if they know any parents specifically who would be interested to make more of an individual ask. Kristen Woods will share with PC as well. Parents don't have to have a background in finance; it's mostly just a committee to make recommendations to the board. The BOFC meetings almost never run the full length of the scheduled meeting; they are typically only about an hour.

4.3. Parent Council Report

Kristen Woods

- The PC talked about a few fundraising projects. One was a Cal Java fundraiser the other was the fundraiser for Ms. Jennifer. Nicole, the PC Chair, brought up the anti-bullying discussion earlier. Also, teacher appreciation week is coming up which is the second week of May. The May Faire is Saturday, May 6th.

4.4. Equity & Inclusion Task Force Report

Susan Domenighini

- There has not been a meeting recently due to Susan's outages last month. We are continuing to do monthly school-wide assemblies, however. Also, the Pedagogical Team is still working on reviewing the curriculum-at-a-glance which outlines what curriculum is covered each year. The Pedagogical Team is looking specifically at social studies and science to ensure everything is well-rounded. The Task Force would specifically like to look more closely at the social studies as well to ensure our grades are covering world-wide cultures. Finally, both teams are working to update the curriculum-at-a-glance to formalize what we are already doing that isn't documented correctly.

4.5. COVID-19 Response

- The emergency related to COVID-19 has been lifted in California. There has also been a reduction in time in isolation; no more than 5 days and a negative test is not required to return to school/work. Therefore, there is a much lower need to announce COVID exposures in classrooms. There were still a few in February but not as many as we had in January. We initially added this as a regular agenda item during a time of constant change to keep up with all of the new requirements, however, it may no longer be necessary. The intention for this agenda item has changed so board members feel we do not need it on the agenda anymore.
- Chelsea Parker gave Susan Domenighini direction to no longer add the COVID-19 Response item on the agenda. Susan can include any updates on the agenda and/or in her report if she sees fit but for now, it is no longer required every meeting.

4.6. Policy Review

- Moving forward, Susan Domenighini's goal is to try to write and share the standard operating procedures (SOPs) for each policy when they are approved so the board can see how we implement the policies. The SOPs need approval, it will simply just be informative.

4.6.1. Travel Expense Policy (2nd Reading)

- Chelsea Parker mentioned that a good addition to the SOP for this policy in particular is to require staff to submit the itemized receipts for their meal reimbursements to ensure the reimbursements are in compliance, such as not reimbursing for alcohol, etc. This is important for auditing. It would also be helpful to give staff a heads up in advance about this. The changes Susan Domenighini has made to this policy since the last reading include increasing the cost of reimbursements for meals as well as adjustments to lodging reimbursement rate as given direction by BOCC last time. This policy is originally based on the California State Human Resources policy and adjusted to match Blue Oak standards. We can always come back to review and adjust this policy as necessary with inflation, but this is a good starting point.
- Vicki Wonacott made a motion to accept the Travel Expense Policy. 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.

4.6.2. Health Care Emergencies Policy (1st Reading)

- Chelsea Parker appreciated the clarity in this policy. This policy was drafted by our School Nurse with the help of the Executive Director. We are working on procedures as we write this as well. To clarify the Do Not Resuscitate (DNR) section, school staff are not held to the same standards as health care workers when it comes to DNR rules; the Good Samaritan Law applies for school employees when helping in an emergency.
- This is the first reading; no vote is required at this time.

4.6.3. Communicable & Infectious Diseases Policy (1st Reading)

- The document included in the packet was the SOP, not policy. The correct policy was presented during the meeting and will be posted on the website. The policy will also be brought back for a second reading at the next meeting. Susan Domenighini pointed out that the section regarding a doctor's note for absences is also included in the Attendance Policy. On that note, Amanda Hurd, the Assistant Director, is working on a new attendance plan for next year. Amanda will be sharing that with the board soon. We will talk with Natalie Wren, the School Nurse, to see if more diseases need to be added to the list or "etc" if needed.
- This is the first reading; no vote is required at this time.

4.7. Audit Firm Selection

- The firm selection is due to the county by the end of this month. CLA auditor firm has multiple auditors so they honor the recommendation of alternating auditors each year. This allows us to stay with the same firm but still have varying auditors. This went through the BOFC and is recommended we move forward with them.
- Kirsten Woods made a motion to approve the audit firm selection. 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.

4.8. Form 700

➤ This is just a reminder to please get your Form 700 submitted. It is required by all board members to complete and is due at the beginning of April. If you haven't done it before, we can help you with it. CSDC also has resources for members to help; if you'd like the link, please reach out. You can look online for this form. This form reports each individual's assets, investments, and individual finances to ensure there are no conflicts of interest with the school.

5. ADMINISTRATION

5.1. Executive Director's Report

Susan Domenighini

➤ Susan Domenighini gave her Executive Director's Report via Google document. You can find this document on the schools website under Councils & Committees.

6. CLOSED SESSION

6.1. Executive Director Evaluation

Public Employee Performance Evaluation (§54957)


➤ The BOCC will not be holding a closed session tonight as we are still waiting to complete the evaluation. We will be tabling this item until the next meeting.

7. NEXT MEETING - Tuesday, April 18th, 2023 at 6:00PM

8. ADJOURNMENT

➤ Chelsea Parker adjourned the meeting at 7:45PM.

Minutes Taken By: Alexandra Archer

Approved by:  Leanna Glander (May 25, 2023 12:57 PDT) Date: Leanna Glander