

Blue Oak Charter School
450 W. East Avenue, Chico, CA 95926
FINANCE COMMITTEE
REGULAR MEETING APPROVED MINUTES
Room 24

Join Zoom Meeting

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Meeting ID: 820 1898 3992

Passcode: GCZJ1K

Tuesday October 10, 2023 - 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

1.2. Roll Call of Committee Members and Establish Quorum

Name	Yes	No
Susan Domenighini	X	
Vicki Wonacott		X
Kate McDonald	X	
Kellie Machi	X	

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.”

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 - None

1.6. Approve Minutes - September 12, 2023

Kate McDonald motion to approve minutes. Kellie Machi seconds motion.

Vote:

Name	Yes	No
Susan Domenighini	X	
Kate McDonald	X	
Kellie Machi	X	

Approved.

2. FINANCIAL REPORTS

2.1. Charter Impact Monthly Report

Jim Weber -Charter Impact

- 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)*

Jim reports that we do not have an attendance report yet. We will still use the same enrollment projections from August forecast 236, down (26) from budget. Revenue forecast (\$252k) below budget. Expenses forecast \$4.15 million +, favorable \$31k from budget. Forecast loss (\$192k), dependent on allocation of one-time grants. Enrollment 236 projects budget \$3.6 million, plus allocation of one-time grants. Cash ended month \$816k,

Compliance & Reporting
 2022/23 annual audit in process.

Arts, Music & Instructional Materials Block grant plan required before utilizing funding. Quarterly reporting will be completed in October.

Enrollment 236, down from budget 262
 93% ADA forecast (219.48) and rolling UPP 58.39%
 LCFF is calculated at \$12,066 per ADA

September Updates
 Reduced ADA cuts (\$260k) + from budget.

Forecast includes additional \$322k one-time funding, declining in future years.

Elizabeth Nail Motion to approve. Cheryl Grant seconds.

Vote:

Name	Yes	No	Abstain	Absent
Trisha Atehortua				X
Susan Domenighini	X			
Kate McDonald	X			
Cheryl Grant	X			
Elizabeth Nail	X			

Approved.

2.2. Point of Sale Transactions/Check Register

2.3. Credit Card Statement

Kate McDonald motion. Elizabeth Nail seconds motion.

Vote:

Name	Yes	No	Abstain
Susan Domenighini	X		
Kate McDonald	X		
Kellie Machi	X		

Approved.

3. BUSINESS

3.1 Establish Committee

Establish new committee member

Name	Position
Trisha Atehortua	Chair
Susan Domenighini	Administration
Kate McDonald	Certificated Faculty
Cheryl Grant	Certificated Faculty
Elizabeth Nail	Classified Staff

Kate McDonald motion to approve the new committee. Susan Domenighini seconds the motion.

Vote:

Name	Yes	No	Abstain
Susan Domenighini	X		
Kate McDonald	X		
Kellie Machi	X		

Approved.

3.2 Classified Salary Review

Susan Domenighini

The changes to the salary schedule were made to ranges 3, 4 and 5. These ranges directly impact the Aides and Paraprofessionals in our school. Blue Oak School will now be aligned with Chico Unified School District's Classified Salary Schedule. We now have our Instructional Aide, Classified Support/Maintenance/Custodial/Cafeteria/Translator positions in range 4 instead of three. Health Aide/Paraprofessional/Facilities Assistant at range 5 instead of range 4.

Kate McDonald motion to approve. Elizabeth Nail seconds the motion.

Vote:

Name	Yes	No	Abstain	Absent
Trisha Atehortua				X
Susan Domenighini	X			
Kate McDonald	X			
Cheryl Grant	X			
Elizabeth Nail	X			

Approved.

3.3 Teacher remuneration for on-line training

Susan Domenighini

Historically we have not paid for online training. The expectation was that teachers would go to in person training. Then Covid became our reality for two years and there was no in person training available for several years. We thought it would be a good discussion for the committee to have before any changes were made. This is presently not a policy, it has been more of a tradition but we feel now that there should be adjustments made to these practices. Teachers should be paid their hours for the day whether their training is online or in person. Committee members discussed the different online training. Cheryl mentions that some online training is all day, some are only a few hours a day. How do you track this? Do you track by the hour or by the day? Kate gave the example of Eugene Schwartz training and how you have a certain amount of weeks to complete it and that can get a little messy trying to track hours you spend in the training portal. Susan says you would have to look at the training

expectations and then determine the average time it takes to complete. Kate suggests a flat fee for a certain amount of days. Cheryl says that kindergarten training is a little different than grade level training. Susan says that the advice she is hearing from the finance committee is that we should pay teachers. Our next step then is to determine the specifics. We will revisit this at next month's meeting.

- 3.4** CEI application and approval - Back in August we found out about the something that is called the Community Engagement Initiative. This is a system that supports the Community School Partnership Grant with work on how to develop the “community engagement” piece of the partnership grant. This is a 70k stipend with no restrictions on how the money is spent other than that we must form a committee and we must attend meetings. I found out about the notice of the availability and quick deadline for this grant on Thursday and applied for it on Friday and got it. We had our first meeting a few weeks ago. The work has started and we now need your approval and forgiveness for the late notice. Additional information on this grant; it is additional Funding separate from the Community School Partnership Grant funding. It was Created by surrounding County leadership with the intention of supporting rural schools that have the Community Schools Partnership Grant to help them implement and understand programs and resources available to us. We will use the grant for stipends, travel, and training. We know we are pretty excited about being able to offer these stipends to the participating families. Kate McDonald motion to approve. Elizabeth Nail seconds.

Vote:

Name	Yes	No	Abstain	Absent
Trisha Atehortua				X
Susan Domenighini	X			
Kate McDonald	X			
Cheryl Grant	X			
Elizabeth Nail	X			

Approved.

3.5 Executive Director’s Report

Susan Domenighini

We are moving forward with the Community Schools Partnership Grant. There was a survey sent out to staff last week. We are currently full staffed. We have a new janitor. The Facilities Committee is starting to seriously look at sites for our future home. We do need a new teacher for 2nd grade and we currently have applications to review.

4. NEXT MEETING - Tuesday, November 14, 2023 at 4:15PM

5. ADJOURNMENT -5:25pm

Minutes Taken By: Maggie Buckley

Approved by: _____ Date: _____