



# BLUE OAK SCHOOL

Parent Council Regular Meeting Agenda

**Tuesday October 3, 2023 @ 6pm**

**Join Zoom Meeting or In-person at Blue Oak in Room 24**

<https://us06web.zoom.us/j/82472370428?pwd=1RS7bb9uAJFsw1tUjYEexvKjCJ0RDF.1>

Meeting ID: 824 7237 0428

Passcode: 906pRB

**1. OPENING (~6:00pm)**

**1.1 Call Meeting to Order**

**1.2 Take Role to Establish Quorum**

**1.3 Invocation:**

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 Land Acknowledgement**

*As we gather here at Blue Oak School, we acknowledge that we are on the traditional lands of the Maidu people. For many generations, the Maidu lived from the richness of the earth, raising families and shaping the land, and they continue to do so to this day. We pay our respects to the Maidu elders past and present and recognize that this land was not given freely. Together, may we continue to work toward a healthy culture and society that warmly welcomes all people and cares deeply for our Mother Earth.*

**1.5 Blue Oak Parent Council Mission Statement**

*The Parent Council serves as the leadership core for the parent body, primarily focused on school community and culture as well as fundraising efforts to help support the financial needs of the school.*

**1.6 Two-word check-in**

**1.7 Officer Elections**

- Chair, Co-Chair, Secretary, Treasurer

**ACTION**

**2. PUBLIC COMMENT > AUDIENCE TO ADDRESS THE COUNCIL (~6:05pm)**

- Note: 3 min Total Allotment to be given
- Responses do not have to be given (Either Add to future Agenda or Refer to appropriate body)
- Please Wait for Chair to Recognize you before speaking

3. **AGENDA MODIFICATIONS (~6:10 pm)** **DISCUSSION**  
Please bring forth any edits or modifications to tonight's agenda at this time.
4. **CONSENT AGENDA (~6:15pm)** **DISCUSSION /ACTION**
  - 4.1 Minutes from 9/12/2023 vote to approve
5. **Treasurer Report -Ryan S. (~6:20 pm)** **DISCUSSION**
6. **New Business(~6:25 pm)** **DISCUSSION & ACTION**
  - 6.1 **General Funding Requests** **ACTION/Discussion**  
The Requestor must be present and provide a clear plan and amount being requested.
    - 6.1a **Funding Request for up to \$600 for Citizen Award Parties -Nick M.**
    - 6.1b **Funding Request for \$875 for help funding a 6th grade field trip -Brandy J.**
  - 6.2 **Harvest Fest Committee update -Ryan S.** **DISCUSSION**
  - 6.3 **Verify Parent Square Access** **DISCUSSION**
    - Discuss Class Rep intro PS posts.
    - Who are Reps & what can class contact Reps for?
    - Give informal, Save the Date for Harvest Fest
  - 6.4 **Review PC Rhythm Document**  
<https://drive.google.com/file/d/1gRPJ3UFDXjeb-0gFaRXzLiVOVuhFhxto/view?usp=sharing>
7. **Reports (7:00 pm)** **DISCUSSION**
  - 7.1 **Overview from Charter Council Liaison- Ryan S.**
  - 7.2 **Administration Liaison- Susan D.**
    - 7.2a **Parent Engagement Policy**
    - 7.2b **Community School Grant**
  - 7.3 **Faculty Liaison- Sheila M.**
  - 7.4 **Overview from Facilities Committee-Nicole T.**
8. **CLOSING COMMENTS (7:55pm)** **DISCUSSION**
9. **ADJOURNMENT (~8:00pm)**



# BLUE OAK SCHOOL

Approved Parent Council Regular Meeting Minutes

**Tuesday September 12, 2023 @ 6pm**

Join Zoom Meeting or In-person at Blue Oak in Room 24

<https://us06web.zoom.us/j/82794546232?pwd=RUVdWJhUHVDs0prTy9ZdHF0UG5JUT09>

Meeting ID: 827 9454 6232

Passcode: 2yGzTb

1. OPENING (~6:07pm)
- 1.1 Call Meeting to Order

## Present in Person

Nicole Tonelli – PC Chair  
Michelle Green – 7<sup>th</sup> Grade and K. Ms. Sheila  
Ryan Sanders – Treasurer  
Ryan Sharp – 4<sup>th</sup> Grade  
Sheila Moss – Faculty Rep  
Amber Pierce – PC Secretary  
Lauren Cesca - Maple Rose–K. Rep

There is an Opening for Co-Chair – Position

## Present via Zoom

Brandy Jellison – 6<sup>th</sup> Grade  
Angie E. – 8<sup>th</sup> Grade Rep.

Joined Later via Zoom:

Paige O’Connell – 5<sup>th</sup> Grade Rep.  
Julie Phillips – 3<sup>rd</sup> Grade Rep

## 1.2 Invocation:

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## 1.3 Land Acknowledgement

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## 1.4 Blue Oak Parent Council Mission Statement

*The Parent Council serves as the leadership core for the parent body, primarily focused on school community and culture as well as fundraising efforts to help support the financial needs of the school.*

## 1.5 Two-word check-in

**1.6 Welcome Introductions**

- PC Reps & Officers

**1.7 Officer Elections**

- Chair, Co-Chair, Secretary, Treasurer

**DISCUSSION**

**1.8 Review By Laws & Code of Conduct**

<https://blueoakcharterschool.org/parent-council/>

Notes: Requests for Meeting Items will be sent out by the Chair. This is when Funding Requests can be submitted to be on the agenda.

Quorum – Active voting members – reps and officers

Amendments of Bylaws – Amendments shall have 2 readings of Bylaws after amendments are made.

Teams and Clubs – These terms could be Clarified.

Brown Act – PC Meetings are run in the Spirit of the Brown Act for transparency etc. but it is not a requirement.

Reps and Class Parent will get access to Parent Square via Admin

Is Ryan Sanders CC Liaison a conflict with holding Treasurer Officer of PC?

Clarification on PC Grant timeline, so its not never ending

ByLaw Clarification needs to be written for when one person holds two positions on PC. Ex: Officer and class Rep same person. Do they get only one vote? Or two votes? or double quorum?

**2. PUBLIC COMMENT > AUDIENCE TO ADDRESS THE COUNCIL (~6:05pm)**

- Note: 3 min Total Allotment to be given
- Responses do not have to be given (Either Add to future Agenda or Refer to appropriate body)
- Please Wait for Chair to Recognize you before speaking

Amber Pierce - Reminded the Parent Council that Box Tops can now be submitted by – Scanning Receipts for funds to go to Blue Oak automatically.

Amber will send info about BoxTops to get this published in the Acorn too.

Michelle G.-Amazon Smile donation opportunity has been discontinued, but Office Depot does have a similar program.

**3. AGENDA MODIFICATIONS (~6:10 pm)**

**DISCUSSION**

**Please bring forth any edits or modifications to tonight's agenda at this time.**

Agenda Amendments: 7.2 will be moved to the next meeting. Susan was not able to attend this meeting.

**4. CONSENT AGENDA (~6:15pm)**

**DISCUSSION**

- 4.1 Minutes from 5/15/2023 Approved via email

## 5. Treasurer Report -Ryan S. (~6:20 pm)

## DISCUSSION

Balance is \$21,990.95

Childcare: Last Year \$1000 was set aside 9/6/22. Expenses \$396.09 as of 09 22/23.

Balance \$603.91 from Last year. Roll Over from last year.

We would then review allocations and amounts spent to determine available balance.

Staff and Faculty will come to PC to request funds for programs.

Amber suggested that the BoxTops currently go to the Garden Fund: PC may want to determine what will be done with these funds. Ms. Claire may need supplies for broken water supplies for repairs. Nicole will also let Teacher Jennifer Bryan know. If funds are needed, teachers/staff send an "E-Slip" to request funds.

PC Grants – if unspent at the end of each fiscal year, they are returned back to the budget.

Garden Fund: Raley's balance \$368.70

Box Tops (Currently Designated to go to Garden Fund): \$178.10

Luis Ortega will be overseeing the finances. An e-slip can be submitted to request funds from the garden fund.

## 6. New Business(~6:25 pm) DISCUSSION & ACTION

### 6.1 General Funding Requests (see Google Form) ACTION

The Requestor must be present and provide a clear plan and amount being requested.

Nicole suggests that all requesters should have a clear plan and intend to be present at the PC event.

Make sure you include any extra costs and propose the requested amount up to a \$ amount.

Attending in Person is our first choice, but you may be able to submit your request for consideration to the Chair before the meeting if you are not able to attend.

#### 6.1a Reset Amounts & Discuss any unused funds from 22/23 school year. I.e. Festival and childcare funds

Last Year \$400 Harvest Festival was Set Aside

**1<sup>st</sup> Ryan Sanders Moves that the PC approves funds for the 23/24 Harvest Festival to spend up to \$500. 2<sup>nd</sup> Michelle Green. Approved**

Note: May need to address bylaws – if one person represents two classes, do they get more than one vote. Currently 1 vote is taken for each rep present.

### 6.2 Forming Event Committees

#### 6.2a Form Festival Committee

#### DISCUSSION

- assign roles for Event Lead, Set-up and Clean-up, Entertainment, Stage Tech, Games, Vendors, Welcome Greeters, Etc.

- Harvest Festival
- Winter Fair

- **May Faire**

Michelle raised a question - 7<sup>th</sup> Grade Dance Question – Does the PC help with the dances? Anyone can donate items for decorations, but the 7<sup>th</sup> Grade parents help generate the fundraiser for the 7<sup>th</sup> Grade and 8<sup>th</sup> grade field trip.

Michelle G. stated she organized a 7th grade dance meeting Beat Niks 10am Sat. to discuss Halloween dance

**Harvest Festival Meal Planning:** Break Down by Grades to split up Soup, Bread, Salads, entrées – Designated into different classes.

October 20<sup>th</sup> – Is the date selected for the Harvest Festival, which will give the 2<sup>nd</sup> grade some additional time for preparation of the George and the Dragon play. This date is also aligned with Harvest within the Community.

**Harvest Festival** – Friday October 20<sup>th</sup> from 4 to 7 pm. Ryan Sanders will lead. Paige will lead the Bake Sale. Angie E. Will help with planning. Angie would need to have back up for backup at the Buffet – on the day of. Nicole will be relief for Angie E.

**Winter Faire** – Dec. 9th – (1<sup>st</sup> or 2<sup>nd</sup> Sunday in December) Before Holiday Break – Lauren Cesca – Lead Winter Faire. Nicole T. will also help with the Faire. Brandy will help with the planning committee. Julie Held inside.

Ryan Sharp. Michelle G. will help. Light Spiral can be hosted during the Winter Faire – if it is set up from earlier in the week in a classroom.

\*Nicole to Email out the Festival Summary Sheet to PC Reps.

**May Faire-** 1<sup>st</sup> Sat of year. 10 – 2. (May 4<sup>th</sup>) Lead Michelle G. Outside in back. Ryan TBD. Paige Bake Sale.

### 6.2b Read Festival Summary (See Google Doc)

### DISCUSSION

[https://docs.google.com/document/d/1NHSShleFij\\_RyRcpZxzMLCUaKr0tZjAwepasR\\_DeaL0/edit](https://docs.google.com/document/d/1NHSShleFij_RyRcpZxzMLCUaKr0tZjAwepasR_DeaL0/edit)

6.2b Festival Supplies List – Classroom Expenses and Schoolwide events

Ryan Sanders reminds PC that In General PC makes about \$5,000 a year

**1<sup>st</sup> Amber P. 2nd Ryan Sanders - Set aside up to \$600 for 23/24 school year for supplies for classroom events put on throughout the year. Approved with 9 votes.**

### 6.2c Decor and Concessions Committee

### DISCUSSION/ACTION

- **Harvest Festival, Winter and Spring Concerts, May Faire**

Winter and Spring Concerts – Concessions can be in Room 24 (Where PC Meetings will be held). Open the hour before the concert and after the Concert for half an hour.

**Winter Concert** – December 21 – Lauren and Nicole and Amber will help

**Spring Concert** May 23 – Lauren C. – Decorating Help/Vending Concessions Nicole and Amber will help with Decorations.

(Book Fair Week of Feb 26<sup>th</sup>) Dates not set in stone, but these are coming from the school calendar provided by Sheila Moss.

-Chico Parade of Lights will not be held the 23' year.

### 6.3 Review PC Rhythm Document

[https://docs.google.com/document/d/1NHSShleFij\\_RyRcpZxzMLCUaKr0tZjAwepasR\\_Deal0/edit?usp=sharing](https://docs.google.com/document/d/1NHSShleFij_RyRcpZxzMLCUaKr0tZjAwepasR_Deal0/edit?usp=sharing)

Review of PC Rhythm – Focus on Harvest Festival

Parent Engagement will be discussed more at our next meeting. We have a grant for this year to help with Parent Education Nights-Nicole

November – K – 2 will participate in Lantern Walks. K will occur on campus. 1 and 2 grades can be at horseshoe lake or 5 Mile.

## 7. Reports (7:00 pm)

**DISCUSSION**

### 7.1 Overview from Charter Council Liaison- Ryan S.

7.1 Charter Council Liasan – Report – Protester onsite. Vaccines were a topic of discussion. The State of California is now enforcing the 8 year old policy. Charters can be at a loss if they are out of compliance. Discussion of pathways for options to be compliant. There is a mandate that will get the entire population in compliance. State is setting these requirements, not the school. Susan's Contract was extended 24/25 school year.

Charter Council meets on the 3rd Tuesday of Every Month. Zoom is available for Audience members. Facilities committee formed and met. That committee will be in charge of making a recommendation to the new site. Nicole T. is a representative at the Facilities Committee and also reports to the Charter Council on behalf of the PC.

Paige – Asked if there was a prospective site. Currently in the scouting phase. Nicole - There are 7 potential sites. Charter Council does have to abide by the Brown Act and Zoom is always available. Paige makes the casual recommendation that this information gets passed back to the parents. Nicole has informed the Facilities Committee that the parents do want to be involved. It remains an open forum with a Public Comment at the beginning of the meeting.

Public can also be engaged in the discussion for the entire meeting.

Brandy – Requested a link of the Minutes from the Facilities Meeting to disseminate out to the classrooms. Link is <https://Blueoakcharterschool.org/agenda>

The link is available to review. The current 7 properties are being assessed one by one.

Angie – Use Caution with Wording to promote positivity around the subject to ensure a positive environment.

Transparency of this information will help educate the parent community. The opportunity to review this information will then help to promote the positivity of the Opportunity to look at prospective sites.

~~7.2 Administration Liaison Susan D.~~

~~7.2a Parent Engagement Policy~~

## ~~7.2b Community School Grant~~

### 7.3 Faculty Liaison- Sheila M.

7.3 Faculty Liaison Update - Ms. Claire Needs Help - Mon and Wed 11:30a-12:10p & 3<sup>rd</sup> Grade needs help from 2:05p to 2:45p

3<sup>rd</sup> Grade - Ms. Jennifer requested volunteer for Gardening and handwork help – Thursdays. Ryan suggested that Julie could specifically reach out to parents to get help.

Items 7.2, 7.2a, 7.2b were tabled to next month's meeting.

Amber P. added that the Spanish Teacher would also be looking for anyone to come share in her class. The Parent Volunteer does not need to speak Spanish to present in her class. She will help to translate.

Michelle G. - shared that there is an AI Link that helps create steps to processes and she could share that tool if people are interested.

Paige suggested that a working session with Parent Square training may be helpful. Nicole said she will reach out to Admin regarding this. Perhaps Kellie Machi

1<sup>st</sup> Grade, 2<sup>nd</sup> Grade, and Sheila Moss K

Sheila will reach out to her class to fill the rep position. For Parent Square training

Ryan Suggested that Amanda Hurd reach out to the 1<sup>st</sup> and 2<sup>nd</sup> grades to fill the gaps.

Spanish Teacher Mrs. Cole is still looking for help in the classroom & any info on the new spanish curriculum.

8. **CLOSING COMMENTS (8:23pm)**

**DISCUSSION**

9. **ADJOURNMENT (~8:24pm)**