

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

**Tuesday June 11, 2024 - 4:15 PM**

**Join Zoom Meeting**

**<https://us06web.zoom.us/j/87406310280?pwd=Hgw1Rv9ZS9m4eSUV01xXVnbEQnrUy2.1>**

**Meeting ID: 874 0631 0280**

**Passcode: GBE7gS**

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*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.*

Virtues: Hold Reverence - Have Courage - Build Friendships - Seek Wisdom - Show Compassion

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**AGENDA**

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**OPEN SESSION - 4:15 PM**

**1. OPENING**

**1.1.** Call Meeting to Order 4:19pm

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

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Trisha Atehortua	X	
Susan Domenighini	X	
Kate McDonald	X	

Cheryl Grant	X	
Elizabeth Nail	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. Committee Members will not respond to comments due to Brown Act expectations concerning agendas. 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**

**1.6. Approve Minutes - May 14, 2024**

Committee members request clarification on 2.5, 2.5.1, 2.5.2, parent members voted in during the last meeting. These parents must be present to join the committee. Neither were present. We will correct minutes to reflect this detail and vote to approve with the stipulation that this correction is made. Elizabeth Nail motion to approve. Susan Domenighini seconds. Vote.

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

Vote passes.

**2. FINANCIAL REPORTS**

**2.1. Charter Impact Monthly Report (May 2024)** Annie Gilbert-Charter Impact Presenting financials through May 2024. Enrollment forecast 233, down (29) from budget, April ADA 211.5. Revenue forecast +\$9K from April due to SB740 allocation which covers 75% of the schools rent. Deficit at year end is forecast (\$65k) When we recognize revenue during the year we must have a corresponding amount in cash. This is because we have already received the funding up front. There was a mistake on the forecast. We have more cash than this report reflects. This is because there was an error in the columns that the cash was in and it will be corrected in future reports. Until we recognize revenue at the end of the year this information was not available. We are approaching the end of the year and this is why this was discovered now. This information came to light after Annie did a forensic detailed look why the numbers

were not matching. The school expenses were reviewed and it was discovered that the accounting entries that were made were askew.

- 2.2. Attendance and Enrollment Susan sent Annie a report today that looked at independent study. We are at 90.99% return on the independent study. Our goal was to raise our percentage of return for independent study and this shows we have made progress. Revenue- One time funding going from 849k to 532k but the take-a-way for this year is that we have solved this problem and now we have a positive budget for next year. Overall expenses decreased from April. Salaries and Benefits decrease. Expenses for supplies are up, 6k.

Compliance deadlines reviewed.

Preliminary budget has been prepared and ready for the authorizer but it will be approved at the public hearing next week along with the hearing for the LCAP. We will need to schedule a second meeting to approve the LCAP.

- 2.2.1. Cash Flow
- 2.2.2. Balance Sheet Detail
- 2.2.3. Warrants/Aged Payable
- 2.2.4. Actual to Budget Summary (*part of the Financial Forecast in the Charter Impact Report*)

- 2.3. Point of Sale Transactions/Check Register (May 2024) Reviewed

- 2.4. Credit Card Statement (May 2024) Reviewed

Classroom accounts will be reviewed in the fall. Motion to accept the financials and present to the board by Susan Domenighini. Second by Elizabeth Nail with the caveat that more detailed cash flow and balance detail report will be included. Susan amends her motion to reflect Elizabeth’s second to include the cash flow report. Trisha seconds.

➤ Vote.

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

➤ Vote passes.

### 3. BUSINESS

- 3.1. LCAP Discussion - Shared LCAP in progress. Review and Discussion.

- 3.2. BCOE Outside Butte County Selpa - We are in the El Dorado Selpa, however there are some Special Education services that BCOE offers that will be supported by them. This is a recurring contract.

Cheryl Grant motion to approve. Kate McDonald seconds motion.

➤ Vote.

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

➤ Vote passes.

- 3.3.** Family First Contract BCBA behavior plans - primarily used for SPED students. This contractor will write the BIP. BIP's are reviewed then it is determined that additional behavior plans are necessary. This is part of the IEP process and these are reviewed. Motion by Kate McDonald Trisha Atehortua seconds.

➤ Vote.

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

➤ Vote passes.

**4. NEXT MEETING - Tuesday, July 9, 2024**

**5. ADJOURNMENT 5:48PM**

Minutes Taken By: Maggie Buckley

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Trisha Atehortua		
Susan Domenighini		
Kate McDonald		
Cheryl Grant		
Elizabeth Nail		

➤ Vote.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Trisha Atehortua				
Susan Domenighini				
Kate McDonald				
Cheryl Grant				
Elizabeth Nail				

➤ Vote passes.