

**Blue Oak Charter School**  
**450 W. East Avenue, Chico, CA 95926**  
**Meeting Room 24**  
**FINANCE COMMITTEE**  
**REGULAR MEETING APPROVED MINUTES**  
**December 10, 2024 4:15pm**

**Join Zoom Meeting**

**<https://us06web.zoom.us/j/84780575717?pwd=1WHXqfNEX5iZnWJgjH0fbLapwIcUiH.1>**

**Meeting ID: 847 8057 5717**

**Passcode: 6WxxUb**

*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**

**OPEN SESSION - 4:15 PM**

**1. OPENING**

- 1.1.** Call Meeting to Order 4:20pm
- 1.2.** Roll Call of Committee Members and Establish Quorum

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Ryan Sanders	X	
Susan Domenighini	X	
Kate McDonald	X	
Elizabeth Nail	X	
Michelle Greene		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** No audience members addressed 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)*

**1.5. Agenda Modifications Table 1.6 Approve Minutes from November 12, 2025**

**1.6. Approve Minutes - November 12, 2024** (5min)  
Tabled item.

**2. FINANCIAL REPORTS**

**2.1. Charter Impact Monthly Report (November 2024)** Annie Gilbert-Charter Impact

**2.2. Attendance and Enrollment** (15min)

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*)

November Highlights Highlights Month 3 enrollment 217 (P/Y 234); ADA @ 91.65% = 198.89; November forecast using 93% ADA = 201.81 Forecast deficit (\$30K) Based on current level of spending, cash is forecast to be \$517K at June 30th , 2024 representing 46 days cash on hand. Compliance and Reporting Arts, Music & Instructional Materials Block Grant Board approved plan required before utilizing funding

Revenue November Updates Reduced ADA cuts (\$78K)+ from budget. Forecast includes additional \$583K one-time funding, declining in future years. UPK \$55,978

Expenses BLUE OAK CHARTER SCHOOL 5 • Textbooks +\$9k; Food Service +\$6.6k

Surplus / (Deficit) & Fund Balance Forecast deficit (\$30K). Year End Fund balance projected at 10.3%. Min requirement 3% (Per SD Chico requirement

Cash Balance Current cash \$362K ; AtJune 30th, Cash projected to be \$520k or 46 days cash on hand

Reviewed the following;

Appendices As of November 30, 2024 Cash Flow – Monthly and Annual Forecast Statement of Financial Position (Balance Sheet) Statement of Cash Flows Detailed Month and YTD Budget vs. Actual Accounts Payable Aging Check Register

**2.3. Point of Sale Transactions/Check Register (November 2024)**

**2.4. Credit Card Statement (November 2024)**

Elizabeth Nail motion to recommend financial reports to BOCC. Kate McDonald second motion.

➤ Vote.

Name	Yes	No	Abstain	Absent
Ryan Sanders	X			
Susan Domenighini	X			
Kate McDonald	X			
Elizabeth Nail	X			
Michelle Greene				X

➤ Vote passes.

### 3. BUSINESS

#### 3.1. First Interim

Annie Gilbert

Review of first Interim Budget certification due December 15 to our authorizer. Susan Domenighini motion to accept the First Interim budget. Ryan Sanders second motion.  
Vote.

Name	Yes	No	Abstain	Absent
Ryan Sanders	X			
Susan Domenighini	X			
Kate McDonald	X			
Elizabeth Nail	X			
Michelle Greene				X

➤ Vote passes.

#### 3.2. Audit Review

Susan Domenighini

Audit draft is reviewed/discussed.  
Ryan Sanders motion to accept the Audit draft to present to BOCC. Elizabeth Nail second motion.

➤ Vote.

Name	Yes	No	Abstain	Absent
Ryan Sanders	X			
Susan Domenighini	X			
Kate McDonald	X			
Elizabeth Nail	X			

Michelle Greene				X
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➤ Vote passes.

**3.3. Cost Center Reports**

Susan Domenighini

3.3.1. Update - We are keeping this on the agenda. This is being worked on and we will be presenting in a future meeting. Annie and Susan are working on a report that will show detailed costs for different areas of the school.

**3.4. Update on New School Site**

Discussion(15 min)

Architect came on the last tour to see the school. He will be meeting with the Facility Manager, Buck, for a site survey. He will also be meeting with faculty and other staff to discuss new school needs.

**4. NEXT MEETING - January 14, 2025 Happy New Year!**

**5. ADJOURNMENT 5:03pm**

Minutes Taken By: Maggie Buckley

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



<b>Name</b>	<b>Present</b>	<b>Absent</b>
Ryan Sanders		
Susan Domenighini		
Kate McDonald		
Elizabeth Nail		
Michelle Greene		

➤ Vote.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ryan Sanders				
Susan Domenighini				
Kate McDonald				
Elizabeth Nail				
Michelle Greene				

➤ Vote passes.