

**Blue Oak Charter School**  
**450 W. East Avenue, Chico, CA 95926**  
**CHARTER COUNCIL**  
**REGULAR MEETING**  
**Join Zoom Meeting**  
<https://bcoe.zoom.us/j/98313155039>

**Meeting ID: 983 1315 5039**  
**Tuesday, May 19, 2020 - 6 pm**  
**Minutes**

*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.*

*LCAP Goal Summary: Build the parent community, support success for all students, and prepare students for high school*

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All times noted on the agenda are approximate and listed solely for convenience. The Board may hear items earlier or later than is noted and may move the order of agenda items.

**The Blue Oak Charter Council reserves the right to take action on any item on the agenda.**

## AGENDA

### OPEN SESSION - 6 PM

#### 1. OPENING - 5 Minutes

##### 1.1. Call Meeting to Order

- Monica calls the meeting to order at 6:09 PM.

##### 1.2. Roll Call of Council Members and Establish Quorum

- Present: Monica McDaniel, Chelsea Parker, Laura Swanson, Trisha Atehortua, Vicki Wonacott
- Absent: Laurel Hill-Ward

##### 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, Love of life itself. Let us remember that as many hands build a house, So many hearts build a school.”*

- Monica McDaniel read the school verse.

##### 1.4. Agenda Modifications

- No agenda modification.

##### 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)*

- No audience to address the council.

**2. CONSENT AGENDA - 10 Minutes**

**2.1. Approve Minutes from April 21, 2020**

**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. Point of Sale Transactions/Check Register**

**2.2.6. Actual to Budget Summary (part of the Financial Forecast in the Charter Impact Report)**

**2.3. Approve Employment for Certified Employees for 2020/2021**

- Vicki Wonacott made a motion to approve the consent agenda. Chelsea Parker seconds.
- No discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	x			
Chelsea Parker	x			
Trisha Atehortua			x	
Laura Swanson	x			
Vicki Wonacott	x			
Laurel Hill-Ward				x

- Vote passes.

**3. GOVERNANCE - 15 minutes**

**3.1. Finance Committee**

**Chelsea Parker**

- Chelsea Parker shared that the Finance Committee has been working on a new certificated salary schedule. It has been difficult to make decisions as COVID-19 has created several unknowns for the budget. The new certificated salary schedule would increase the budget by about \$100,000. The committee is still waiting on more information in order to put together a preliminary budget. The budget is due in June. The Finance Committee would like to see how the pay scale will impact the budget before any decisions are made. The school is also anticipating a decrease in cash flow of 2 to 10 % as funding from the state will decrease and will have potential delays in arriving.

**3.2. Policy Review**

**Susan Domenighini**

**3.2.1. Conflict of Interest Policy**

- Susan Domenighini spoke about the Conflict of Interest policy. This policy is prior to 2012. There have been changes since then and thus this policy needs to be updated. Volunteers to help restructure this policy were sought. Laura Swanson volunteered to help reword and restructure this policy.

**3.3. Charter Council Election**

**Susan Domenighini**

**3.3.1. Returning Charter Council Member Applications**

- Charter Council members were asked what their intentions were as all members Charter Council members are up for re-election. Monica McDaniel is interested in a 1 year term. Chelsea Parker is interested in a 3 year term. Laura Swanson is interested in 1 year. Vicki Wonacott and Trisha Atehortua both communicated that they could commit to a 1 or 2 year term. Laurel Hill-Ward is interested in 1 year but is flexible to the needs of the school.

- Laurel Hill-Ward joined the meeting at 6:26PM.

#### **3.4. Executive Director Review Form & Process L, Hill-Ward / L. Swanson**

- Laurel Hill-Ward spoke about the Executive Director Review form and process. This is a new process and more time has been requested to review the form before it is brought to the charter council. It is anticipated that the report will be ready for the June regular charter council meeting.

### **4. FACULTY**

#### **4.1. Grade Level Report**

- Brianna Lee shared general things that are going on for the faculty at Blue Oak. She explained the classroom move process that takes place each year in a Waldorf school and the unique challenges that COVID-19 are posing to this process.

### **5. ADMINISTRATION - 30 Minutes**

#### **5.1. Executive Director's Report**

##### **5.1.1. LCAP**

- Susan Domenighini shared the Charter School Oversight Assessment that is required by Chico Unified School District (CUSD). Normally this report would have been due and accompanied by an onsite visit from CUSD. The CUSD board will be reviewing the Charter School Oversight Assessment at their next regularly scheduled meeting. The questions were similar to the kinds of questions that are asked in the charter renewal process. A separate list of proof documents is being established to support Blue Oak responses. It was asked how CUSD would handle the student achievement questions in light of not having testing this year. It was related that they will most likely follow the state and skip this year's test scores.

##### **5.1.2. Strategic Plan**

- Strategic Plan work at this time consists of what the Finance Committee is reporting. The school had outreach and fundraising plans, but COVID-19 has made it difficult to pursue those plans. a great outreach set up with teachers attending events, fundraising very difficult amid COVID-19.

##### **5.1.3. Factoring**

- Factoring refers to the Charter Asset Management(CAM) loan than the school had taken out earlier in the school year. This loan is almost paid off. With approval from CUSD we are looking to more long term borrowing options from CAM or Golden Valley Bank.

##### **5.1.4. COVID-19**

##### **5.1.4.1. PPP Loan Agreement**

The PPP loan is the Paycheck Protection Plan Small Business Administration loan that was made available as a result of COVID-19. The expectations of this loan agreement are evolving and changing. With that in mind the school sought legal counsel regarding our standing in having to pay this loan back or if it would be treated as a grant. As a result the funds are being closely monitored and documented as they should only be spent on payroll and rent. A resolution will be brought to the board at the regular June meeting that will detail why the school qualified for this loan and why it was decided to apply for the loan. The lack of ability to fundraise and promote our school are factors that support the school qualifying for the loan.

- Chelsea Parker made a motion to approve the paycheck protection loan. Laurel Hill-Ward seconds.

- > No discussion.
- > Vote.

Name	Yes	No	Abstain	Absent
Monica McDaniel	x			
Chelsea Parker	x			
Trisha Atehortua	x			
Laura Swanson	x			
Vicki Wonacott	x			
Laurel Hill-Ward	x			

- > Vote passes.

**6. CLOSED Session (postponed)**

- > As the Executive Director Review Form discussion has been postponed then the closed session is also postponed and will come back at the June meeting.

**6.1. Employee Review**

**6.2. Report out of closed session**

**7. NEXT MEETING - Tuesday, June 16, 2019**

**ADJOURNMENT**

- > Monica McDaniel adjourned the meeting at 7 PM.

Minutes taken by: Tess Slaton

Approved by :  Date: 6/18/2020