

**Blue Oak Charter School**  
**450 W. East Avenue, Chico, CA 95926**  
**FINANCE COMMITTEE**  
**REGULAR MEETING**  
**Parent Center**

**Tuesday, September 11, 2018 - 4 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.*

*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.

**AGENDA**

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**OPEN SESSION - 4 PM**

**1. OPENING 15 Minutes**

**1.1. Call Meeting to Order**

- At 4:08 pm Chelsea Parker called the meeting to order.

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

- Susan Domenighini, Chelsea Parker, Tighe O'Neill, Nick Meier, Kate McDonald, Maggie Buckley

**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 make a school."*

**1.4. Agenda Modifications**

**1.5. 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)*

**2. ORGANIZATIONAL MEETING 10 Minutes**

**2.1. Review of Committee Purpose**

**S Domenighini**

- Finance and Facilities are the two standard committees.
- Committee members are made up of: (2) representatives of parents and (2) representatives of teachers. Administration shall contribute one (1) non-senior hourly staffer and one (1) senior administrator. Charter Council shall select up to two (2) members.

**2.2. Establish Officers**

**C Parker**

**2.2.1. Co-Chair, Secretary**

**Discussion/Possible Action**

- Co-Chair: Susan Domenighini is nominated. Chelsea Parker made a motion to approve Susan Domenighini as the Co-Chair of the Finance Committee. Maggie Buckley Seconded.

Name	Yes	No	Abstain
Susan Domenighini	X		
Chelsea Parker	X		
Tighe O'Neill	X		
Maggie Buckley	X		
Kate McDonald	X		
Nick Meier	X		

➤ Motion Passes

➤ Secretary/Timekeeper: Nick Meier is nominated. Nick Meier made a motion to approve himself as the Secretary/Timekeeper of the Finance Committee. Tighe O'Neill Seconded.

Name	Yes	No	Abstain
Susan Domenighini	X		
Chelsea Parker	X		
Tighe O'Neill	X		
Maggie Buckley	X		
Kate McDonald	X		
Nick Meier	X		

➤ Motion Passes

### 2.3. Establish Meeting Schedule

**C Parker**

**Discussion/Possible Action**

➤ The Finance Committee agreed to the Second Tuesday of every month at 4:15 pm.

### 3. ADJOURN/RECONVENE FOR SPECIAL JOINT MEETING 20 Minutes

➤ Tabled

### 4. EXECUTIVE DIRECTORS REPORT 10 Minutes

**S Domenighini**

#### 4.1. Enrollment and Attendance

- Susan Domenighini spoke about current enrollment. Currently 89.62% enrollment attendance.
- Blue Oak is working on how to promote attendance in kindergarten.

#### 4.2. Parent Council & Classroom Accounts

*Summary of issues and consideration of inclusion in this committee's work*

- Susan Domenighini suggested the Finance Committee begin to include Parent Council & Classroom Accounts on the monthly agenda to check regular reporting.
- The Finance Meeting adjourned at 4:28 pm.
- At 5:12 pm Chelsea Parker reconvened the Finance Meeting.

#### 4.3. Working Budget Discussion

*Explain working budget and discuss current budget adjustments*

- The need for air conditioning repairs changed our budget slightly.
- See expected revenues and expenses. Above the 5% reserve displayed.
- Enrollment: sitting at 355 students today.
- Special Education has come in at a much lower cost.
- One aide position was not filled, and now there is not an intent to fulfill.
- Blue Oak has projected for no short term borrowing in the future. Blue Oak is sitting on a big receivable.
- Once Blue Oak gets through audit, Blue Oak will be looking into a revolving credit line, so Blue Oak does not have to keep going through the borrowing process. This way Blue Oak can get through the summer.
- Textbooks Education increased from 15,500 to 40,994 from 17-18 to 18-19 due to housing Special Ed.
- Education Consultants increased from 9,650 to 82,155 from 17-18 to 18-19.

#### 4.4. Explanation of Current Borrowing

### 5. FINANCIAL REPORTS 10 minutes S Lefkowitz

- 5.1. Actual to Budget Detail
- 5.2. Balance Sheet Detail
- 5.3. Check Register
- 5.4. Cash Flow

### 6. NEW BUSINESS 25 minutes S Domenighini Discussion/Possible Action

- Classified Staff projected for 2 1/2 % raise per year.
- Blue Oak is looking into how to include merit in the salary schedule. An evaluation process for merit pay. Merit level type of raise to think about.
- Look into California Minimum Wage and how it affects Classified Staff.
- Teacher salaries also discussed. Waldorf is 2-3 commitment, how to factor that into Salary Schedules. How to also factor Master's stipend and College Credits.

#### 6.2. Current Year Raises Discussion/Possible Action

- Tighe O'Neill made a motion to approve Susan Domenighini's recommendation for a 10% raise for classified staff not to exceed the proposed salary schedule. Kate McDonald seconded.

Name	Yes	No	Abstain
Susan Domenighini	X		
Chelsea Parker	X		
Tighe O'Neill	X		
Maggie Buckley	X		
Kate McDonald	X		
Nick Meier	X		

- Motion Passes

### ADJOURNMENT - 5:30 PM

- Adjourned 6:53 pm

Minutes taken by: Ellie Khorasani

Approved: Ellie Khorasani Date: 8/09/18