

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

Parent Center

Minutes

Tuesday, April 9, 2019 - 4:15 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

OPEN SESSION - 4:15 PM

1. OPENING 15 Minutes

1.1. Call Meeting to Order

- At 4:20 pm Chelsea Parker called the meeting to order.

1.2. Roll Call of Committee Members and Establish Quorum

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

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. 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)

1.5. Agenda Modifications

1.6. Approve Minutes from January and March

- Tighe O'Neill made a motion to approve the January and March minutes. Chelsea Parker seconded.
- Tighe O'Neill noted that the minutes in January have an error. The motion to pass 3.3.1 and 3.3.2 should be flipped. Susan Domenighini seconded BCOE's contract.

2. FINANCIAL REPORTS - 15 minutes

S Lefkowitz

2.1. Warrants

2.2. Point of Sale Transactions

- Chelsea Parker had a question on what 3/7 labeled “ACH Payment Blue Oak Charter VENDOR PMT” is in regards to.
- Maggie Buckley will need to do more research into what that payment is for and report back. Susan Domenighini will report to the Charter Council what that payment is for.
- Tighe O’Neill made a motion to approve the Warrants and Point of Sales transaction with the exception of 3/7 labeled “ACH Payment Blue Oak Charter VENDOR PMT” in POS Transactions. Kate McDonald seconded.

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

- Motion passes

2.3. Class Accounts

- Susan Domenighini explained how to read the Class Accounts in regards to the dollar signs and negative signs. Discussion of why many of the upper grades teachers have negative class accounts. We have pretty large waldorf-centered field trips. The Finance Committee also discussed the fundraising section, explaining how the amounts in that section have either been rolled over or fundraised for this year.

2.4. Actual to Budget Detail

2.5. Balance Sheet Detail

2.6. Cash Flow

- Under the 5810 Educational Consultant line, Chelsea Parker noted that monthly the amount fluctuates quite a bit.
- Susan Domenighini explained that not all of our consultants we use every month. We will no longer have Speech & Language or an Occupational Therapist under Educational Consultants.
- Susan Domenighini stated that we paid off the last of our factoring this month, so we are a little tight on cash, You may see things paid off in May rather than this month.
- Tighe O’Neill made a motion to approve to approve the Actual to Budget Detail, Balance Sheet Detail, and Cash Flow. Maggie Buckley seconded.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Chelsea Parker	X			
Tighe O’Neill	X			

Maggie Buckley	X			
Kate McDonald	X			
Nick Meier				X

- Motion passes

2.7. Budget Approval

- Susan Domenighini discussed that there was predominately changes to the 1st Interim Budget.
- 1000-3000 section: reduction in 1100 certificated salaries and increase in 2900 classified salaries due to SPED staffing.
- 4000 section: classroom materials and supplies increased to cover possible needs for the remainder of the year. There was also maintenance cost increases for the gate locks, sprinklers, and a fire extinguisher inspection.
- 5000 section: Chelsea Parker noted that 5200 could possibly be put in the budget for next year, as the summer training is for the next school year. Susan Domenighini will look into that. Susan Domenighini discussed the reduction in utility bills, paying off contracts, paying down aged payables, paying off a settlement, and tech contracts in the 5000 section.
- Susan Domenighini also showed that our Budget Summary ADA is 319.51, but if you look at our Attendance Summary by Grade, our current ADA is 338.01.
- Tighe O’Neill made a motion to recommend the Revised Budget as presented to the Charter Council. Kate McDonald seconded.

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

- Motion passes

3. BUSINESS - 25 minutes

S Domenighini

3.1. Executive Directors Report

3.1.1. Enrollment and Attendance

- Discussion of how Independent Study factors into ADA. Kate McDonald asked how students are held accountable for their Independent Study work. This is a subject that should have further discussion.
- Susan Domenighini discussed the Financial Health Report.
 - Days Cash on Hand: We have 5-6 days on hand. Our goal is to have 30 days.
 - Cash on Hand: Is \$66,347.36. Our goal is to have \$322,000 on hand.

3.2. Donations

- Beta Chapter of Omega Nu: Donation to our Strings Department.
- North Valley Community Foundation: Donation for Camp Fire Relief.
- V Com Solutions: This donation will be committed to the class accounts to pay for field trip’s of Camp Fire victims.
- Tighe O’Neill made a motion to recommend the Charter Council accept these donations. Kate McDonald seconded.

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

- Motion passes

3.3. Technology Equipment Improvements

- The Finance Committee reviewed the attached agenda item for Technology Equipment Improvements.
- Chelsea Parker made a motion to recommend the donation of the 20 New Access Points donated by BCOE to the Charter Council. Kate McDonald seconded.

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

- Motion passes

3.4. Classified Pay Scale

- Kate McDonald made a motion to recommend the Classified Pay Scale to the Charter Council. Chelsea Parker seconded.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			

Chelsea Parker	X			
Tighe O'Neill			X	
Maggie Buckley	X			
Kate McDonald	X			
Nick Meier				X

➤ Motion passes

4. CLOSED SESSION - 15 minutes

4.1. Conference with Real Property Negotiations (§ 54956.8)

5. REPORT OUT OF CLOSED SESSION - 5 minutes

➤ The Finance Committee has a real estate recommendation for the Charter Council.

6. NEXT MEETING - May 14, 2019 at 4:15 pm

7. ADJOURNMENT

➤ At 6:15 pm Chelsea Parker adjourned the meeting.

Minutes taken by: Ellie Khorasani

Approved by: _____