

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

**Wednesday, December, 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*

**Notice:** Any person with a disability may request the agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting at, 450 W. East Ave., Chico, CA or by calling (530) 879-7483 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday (at least 48 hours before the meeting). All efforts will be made for reasonable accommodations.

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 PM**

**1. OPENING 15 Minutes**

**1.1. Call Meeting to Order**

- At 4:10 pm Chelsea Parker called the meeting to order

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

- Chelsea Parker, Maggie Buckley, Kate McDonald, Nick Meier, Susan Domenighini

**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 October**

- Susan Domenighini made a motion to approve the October minutes. 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. FACULTY PROPOSAL

### 2.1. Summer Camp

**R Mac Millan**

- Riley Mac Millan spoke about bringing back a summer camp to Blue Oak school. The first page discusses proposed dates. The second and third sheet discuss the estimated expenses and income for the summer camp. Riley Mac Millan has proposed a weekly rhythm for the summer camp, which would take place for 4 weeks. Riley Mac Millan received 30 responses from parents in regards to interest for the summer camp. It would be open to students from Blue Oak as well as outside students; it could introduce them to our school.
- Chelsea Parker suggested Riley Mac Millan reach out to CARD, and see if they would be interested in running our program, which could take some of the liability off us in the starting year of our summer camp, but still allowing Blue Oak School to run the program. It reduces the potential for loss, but also reduces the potential for profit. Chelsea Parker stated she would not want to go through CARD, if CARD took away anything from our program.
- Maggie Buckley stated if we could start with CARD in the first year, and make it our own in coming years, that could be ideal.
- Susan Domenighini likes the thought of going through CARD for advertising purposes, and getting the summer camp out there, as they provided catalogs.
- Maggie Buckley made a motion to approve Riley Mac Millan reaching out to CARD and find out what we can do support this summer camp idea. 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. FINANCIAL REPORTS - 10 minutes

**S Lefkowitz**

### 3.1. Warrants

- In January, we will focus on two months of Financial Reports - November & December.
- Chelsea Parker requested the October, November and December Point of Sale transactions to be presented at the January meeting. Susan Domenighini made note.

### 3.2. Class Accounts

- Class Accounts is on the agenda this time to make sure it continues to stay on the agenda.
- Kate McDonald questioned fundraising for classrooms and the impact of that due to the fire.

Susan Domenighini replied stating if Parent Council will do fundraising, to mainly focus on the students that have been affected. To make sure we support those families and make sure they can participate.

**3.3. Actual to Budget Detail**

**3.4. Balance Sheet Detail**

**3.5. Cash Flow**

- We will receive pre Camp Fire ADA for the days we had school closure due to the Camp Fire. However, our school will likely not have our ADA freezed. Our student enrollment has increased to 370 since the Camp Fire.

**3.6. First Interim Budget**

- Susan Lefkowitz discussed the First Interim Budget worksheets. Adjustments include on the revenue side, the number of students enrolled, from 370 to 352 and projecting a 93% ADA.
- Non-certificated salaries are 60 thousand higher than the July budget.
- Susan Domenighini discussed in our projected budget, with not being able to fill our Education Director position, we are able to use some of the budget for consultants. We will be able to hire another Special Education teacher, to help free up our Director of Special Education for more admin duties. Currently, we are below are SPED costs, but above our required SPED costs.
- Maggie Buckley made a motion to approve the First Interim Budget. 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

**4. BUSINESS - 25 minutes**

**S Domenighini**

**4.1. Executive Directors Report**

- With our Education Director’s departure, we are moving that salary into other areas, such as consulting and increasing hours for our Behavior Interventionist. We are keeping our Education Director job posting out there to still try and fill the position. The BOCC has given Susan Domenighini the ability to approve up to fifteen thousand for this school year.
- Susan Domenighini discussed the new minimum wage requirements coming into effect and making sure our Classified Pay Scale reflects the minimum wage requirements. Susan Domenighini plans to present this at the January meeting. Minimum wage increases could possibly be delayed as the governor makes the preliminary determination.
- Kate McDonald asked if we would still be able to catch up on our Special Education minutes with pulling our Director of Special Education into more admin duties that our Education Director was doing. Susan Domenighini responded that we should be able to still catch up on our Special Education minutes.

**4.1.1. Camp Fire**

**Discussion/Possible Action**

- Legislature is still working on getting ADA approved during Camp Fire school closure.
- The BOCC approved Classified Staff pay during the Camp Fire school closure.
- The building cleaning has been mainly covered by insurance, but we did have to pay a five thousand deductible, which FEMA may pay.

**4.2. Enrollment and Attendance**

- Susan Domenighini noted our enrollment is up and we have only lost two students who had to relocate after the Camp Fire. Our ADA was at 94% before the Camp Fire.

**4.3. Attendance Incentives**

- Susan Domenighini has looked into attendance incentives, since class attendance is important for our school. Every percentage of attendance brings our funding up over two thousand dollars. We are proposing a class-based attendance incentive - meaning classes that have attendance of 95% at P1 will receive \$500 from the general fund to be credited to their classroom accounts for the purpose of supporting field trips. Classes with attendance of 95% at P2 will receive \$1500. An additional \$500 per percentage will be earned by the class. This will reduce the need for parent fundraising while benefiting the school, class, and potentially student test scores.
- Nick Meier made a motion to approve the class-based attendance incentive proposed by Susan Domenighini. 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

**4.4. Statement for Committee Purpose**

- Chelsea Parker discussed the statement for committee purpose, which discussed that the purpose of the Finance Committee is to recommend budgetary and fiscal policy actions to the BOCC. The Finance Committee does not make recommendations for individual employee remuneration or to establish or reduce any individual position. This description will be put on the agenda and website description.
- Nick Meier made a motion to accept this statement for committee purpose to be used when needed. Susan Domenighini 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

**5. ADJOURNMENT**

➤ At 5:51 pm Chelsea Parker adjourned the meeting.

**Minutes taken by: Ellie Khorasani**

**Approved by: \_\_\_\_\_**