

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

**Tuesday, October 9, 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**

**OPEN SESSION - 4 PM**

**1. OPENING 15 Minutes**

**1.1. Call Meeting to Order**

- At 4:02 pm Chelsea Parker called the meeting to order

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

- Chelsea Parker, Tighe O’Neill, Kate McDonald, Nick Meier, Maggie Buckley, 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 September**

- Tighe O’Neill requested the minutes from September include that Susan Domenighini made a recommendation on 6.2 Current Year Raises.
- Kate McDonald noted that in 2.3 Establish Meeting Schedule we moved meetings to start at 4:15 pm.
- Susan Domenighini made a motion to approve the September minutes with the change from Tighe O’Neill included and for Finance Committee meetings to start at 4:15 pm, Tighe O’Neill 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. FINANCIAL REPORTS - 10 minutes**

S Lefkowitz

**2.1. Actual to Budget Detail**

**2.2. Balance Sheet Detail**

**2.3. Check Register**

**2.4. Cash Flow**

- Factoring will likely not happen again until February 2019
- There will be an increase in Maintenance in the budget next time due to being able to get maintenance requests completed.
- Use of debit card: Amazon was used for Special Education ordering, will likely not happen again

**3. BUSINESS - 25 minutes**

S Domenighini

**3.1. Executive Directors Report**

**3.1.1. Classified Pay Scale**

- Blue Oak is heading in a direction that pays bills on time
- This month is about double checking, and vendor clean up
- Approximately 21,000 increase in our budget worksheet for classified pay scale. Will have a pay scale that reflects minimum wage increases.
- Tighe O'Neill suggested for possible agenda topic in the future of what the Finance Committee entails, what can be discussed and what should not be discussed.
- Susan Domenighini recommended that we put on next month's agenda of what the Finance Committee purpose and scope is so that the committee has something to refer to. Possibly an addition to the Employee Handbook of where personal employee discussions should be handled. Establishing a payscale will help with this process. The Finance Committee can argue the payscale, rather than individuals.

**3.2. Enrollment and Attendance**

- Susan Domenighini: Enrollment is at 358 students. Our attendance is at about 89%. We are working on perfect attendance, and 10% letters.
- Kindergarten enrollment has decreased, and is at the lowest. Looking to build up the school, and really start bringing out the positive things that are happening, including increased test scores. Our grades numbers are holding as well.

**3.3. Parent Council & Classroom Accounts**

- The Parent Council went ahead and committed their money.
- Maggie Buckley has a goal to get all classroom accounts cleared for next month, and also include speciality classes such as Handwork.
- Chelsea Parker discussed classroom accounts and how they work, and getting classroom accounts to be distinguished between field trips, fundraisers, etc.

**3.4. Discussion of Education & Special Ed Director Positions and Salary** Discussion/Possible Action

- The best way to discuss/equate an administrator pay is through per day rate.
- CUSD, Glenn County, and BCOE were all given as examples for Administrative Salary Schedule
- In regards to the Education Director position, would they receive a waldorf stipend since it is required in the job description? It looks like the stipend should be built into the salary schedule, rather than an additional stipend, as it is a requirement for the administrator position.

**4. ADJOURNMENT - at 5:12 pm Chelsea Parker adjourned the meeting**

**Minutes taken by: Ellie Khorasani / Approved by: \_\_\_\_\_**