

LIVE OAK CHARTER SCHOOL
100 Gross Concourse Petaluma, CA 94952•(707) 762-9020

Agenda for the Special Meeting of the Board of Directors Live Oak Charter School
Handwork Room
June 27, 2019
6:30pm

PRESENT: Sarah Grossi (SG), Chair
Josh Kizner (JK), Treasurer
Cortney Calahan (CC), Secretary
Erin Wrightsman (EW), Director
Chris Fox (CF), Director
James Jenson (JJ), Director
Daniella Baker (DB), Director
Matthew Morgan (MM), Executive Director

OPENING 6:32 pm

PUBLIC COMMENT

- Questions from parent: What is the status of the percussion program for 2019-2020? Did prioritizing McDowell for enrollment at LO reduce the number of kindergarteners attending McDowell for 2019-2020? How many kindergarteners from McDowell are enrolled in Live Oak for 2019-2020?

OPEN SESSION

A. Approve the agenda

- EW moved to approve the agenda amended with correct dates on D1 and D2, JJ seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. Agenda approved.

B. Consent agenda

1. Minutes from June 7, 2019, June 19, 2019, and June 26, 2019 board meetings
 - DB moved to approve the consent agenda, JJ seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. Consent agenda approved.

C. Director's report

- None

D. The board will consider the following for discussion and adoption

1. Consider for Adoption: 2019-2020 Annual Budget

Narrative: Consider for adoption the annual budget for 2019-2020. Board discussed impacts from changes in state funding and increased costs for program. Adoption of the budget is an annual process that includes input from stakeholders developed in the months prior to adoption to ensure that fundamental goals and objectives of the school are met. Current fiscal climate is fragile given the delayed recession, and compounded by decreases in one time state funds and potential loss of facilities grant.

Staff Recommendation: Adopt

- JK moved to approve the 2019-2020 Annual Budget, EW seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. Budget approved.

2. Consider for Adoption: 2019-2020 LCAP

Narrative: The LCAP is a tool for local educational agencies to set goals, plan actions, and leverage resources to meet those goals to improve student outcomes. The LCAP is a plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. The LCAP provides an opportunity for local educational agencies (LEAs) to share their stories of how, what, and why programs and services are selected to meet their local needs. The LCAP is developed with input from stakeholders within the community including staff, students, parents/guardians, board and other professionals to ensure that many perspectives and needs are considered.

Staff Recommendation: Adopt

- JK moved to approve the 2019-2020 LCAP, EW seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. LCAP approved.

3. Consider for Adoption: Revised 2019-2020 Classified Salary Schedule

Narrative: Due to the addition of new employment classes (Food Service Lead, Aftercare Coordinator 1 and 2) as well as an increase in the foundation step for Instructional assistants, a revised Classified Salary Schedule is proposed and discussed.

Staff Recommendation: Adopt

- EW moved to approve the 2019-2020 Classified Salary Schedule, JJ seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. 2019-2020 Classified Salary Schedule approved.

4. Consider for Adoption: Revised Food Service Contract with Petaluma City Schools

Narrative: Live Oak requested that Petaluma City Schools add to their contract agreement services including the processing of state and federal reimbursement for free and reduced lunch utilization. The revised contract has been offered by PCS to cover the increased staff and administrative costs to provide this service to Live Oak for 2019-2020.

Staff Recommendation: Adopt

- JK moved to approve the Food Service Contract with Petaluma City Schools; CF seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. Food Service Contract with PCS approved.

5. Consider for Adoption: Prop 39 Energy Efficiency Project Contract for Madison Electric

Narrative: The California Clean Energy Jobs Act (Prop. 39) changed the corporate income tax code and allocates projected revenue to California's General Fund and the Clean Energy Job Creation Fund for five fiscal years, beginning with fiscal year 2013-14. Under the initiative, roughly up to \$550 million annually was available for appropriation by the Legislature for eligible projects to improve energy efficiency and expand clean energy generation in schools. Eligible local educational agencies (LEAs) — including county offices of education, school districts, charter schools and state special schools were invited to request funding by submitting an energy expenditure plan application to the California Energy Commission. The Energy Commission approves plans and works with the California Department of Education, which subsequently distributes funds after plans have been approved.

Live Oak was not included in the initial fund invitation due to the fact that it did not own its campus. Later revisions to regulations broadened the eligibility pool by allowing schools that leased state owned facilities to apply. Live Oak worked with an energy consultant to consider projects that would meet the ROI criteria set out by the California Energy Commission. Live Oak received restricted Prop 39 funds in 2017. Given cost increases and potential underestimation of costs associated with the target projects, a large portion of the proposed project (HVAC) came in far above funding provided by Prop 39. The lighting portion however, came in under estimate and will provide the ROI necessary to justify the use of Prop 39 funds. The remaining funds, not used due to the inability to secure a cost effective bid for HVAC, will have to be returned to the state. This will appear as a one time loss of restricted funds later in the year.

Staff Recommendation: Adopt

- EW moved to approve the Prop 39 Energy Efficiency Project Contract for Madison Electric, JJ seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. Prop 39 Energy Efficiency Project Contract for Madison Electric approved.

E. Election of board officers for 2019/20 year

- Chair: JK nominated Sarah Grossi, JJ seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. Sarah Grossi has been elected.
- Treasurer: EW nominated James Jensen, CF seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. James Jensen has been elected.
- Secretary: EW nominated Stacy Ito, DB seconded. Ayes: SG, JK, CC, EW, JJ, CF, DB. Stacy Ito has been elected.

F. The board will consider the following for discussion

1. Outreach strategies with community partners
 - Discussion of outreach strategies that involve Live Oak parents, PCS board members, Fairgrounds board members

CLOSED SESSION

G. Pursuant to Government Code 54957: Public Employee Contracts

H. Pursuant to government code 54957: Public Employee Discipline/Dismissal/Release
(Gov. Code section 54957(b).)

OPEN SESSION

No actions taken in closed session.

ADJOURNMENT 11:53 pm