

LIVE OAK CHARTER SCHOOL
100 GROSS CONCOURSE PETALUMA, CA 94952 • (707) 762-9020

Agenda for the Regular Meeting of the Board of Directors Live Oak Charter School
April 9, 2020
6:00pm

<https://us04web.zoom.us/j/799981995?pwd=bIVlekw0NnlaMEtmdCttaERGdDZ3QT09>

PRESENT

Sarah Grossi (SG), Chair
Josh Kizner (JK), Director
Chris Fox (CF), Director
Erin Wrightsman (EW), Director
Daniella Baker (DB), Director
James Jensen (JJ), Treasurer
Stacy Ito (SI), Secretary
Justin Tomola (JT), Executive Director
Kim Anderson (KA), LOCS Office Manager

OPENING 6:06pm

PUBLIC COMMENT

No public comment

OPEN SESSION

A. Approve the agenda--Move to approve JJ with change to E3 to 2021, 2nd EW, Aye all.

B. Reports

1. Committee reports

- a. Executive Committee (Sarah Grossi)--Committee met via Zoom to set agenda for 4/9/20 board meeting
- b. Finance Committee (James Jensen)--Committee met and looked more at MYP for upcoming years; more details to come later in this meeting.

2. Executive Director Report (Justin Tomola)

- a. Enrollment: has not changed since the March board meeting; 51 students currently on waitlist, asked to accept or decline enrollment within 2 weeks; vision for 2020/2021 school year is unclear due to COVID19; 4-5 families may leave the school, but none confirmed at this time.
- b. LCAP and CAASPP are suspended for now, funding is continuing based on ADA during P2 (beginning of school until February).
- c. Fairground (FG) updates: New security guard has been furloughed; 2nd & 4th Friday morning FG is a distribution site for Redwood Empire Food Bank; May 1st FG hosts a blood drive; FG BOD is unsure about the June 2020 fair--if cancelled, they want to keep exhibits intact, but will depend on local health ordinances; main

gate repair is finished with electrical and roofing, main gate repair is paid for by State funds allocated in 2016; most projects are on hold; FG is on standby to be used for COVID19, but not yet activated.

3. Foundation Report (Sarah Grossi)
 - a. Email sent by Richard Deering to give a partial fundraising report
 - i. 2020 LOCS Auction was a very successful event for our school, but we may lose about \$20,000 from cancelled events, which brings our fundraising total down from \$100k to about \$80k.
 - ii. We give the foundation, and its team of volunteers deep appreciation for their hard work communicating, sorting, delivering, and adjusting donations. We are grateful for your work!

C. Consent agenda--Move to approve CF, 2nd DB, Aye all.

1. Board minutes for March 12,, 2020 regular board meeting
2. Monthly financials for March 2020

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

1. Comprehensive Safety Plan (Justin Tomola)
 - a. JT sent board members the amended and updated Comprehensive Safety Plan for review. Updates and amendments appeared minimal and were done using industry templates in order to meet new 2020 legal requirements.
 - b. Move to approve JJ, 2nd DB, Aye all.

E. The board will consider the following for discussion

1. Update on distance learning at Live Oak (Justin Tomola)
 - a. The Live Oak Board of Directors recognizes the **tremendous** work that has been taken on by both administration and faculty. LOCS being a Waldorf-inspired, low-tech school without 1-to-1 devices, presents additional challenges to meet this moment in time for distance learning. We're grateful for our staff and faculty, who have risen to the challenge, all while on their spring break.
 - b. Feedback from Leadership
 - i. Pros of Distance Learning
 1. Organizing content in a new way, creating new ways of teaching and interacting
 2. Students are excited
 3. Parents are engaged
 4. Assignments are being returned
 - ii. Cons of Distance Learning
 1. Not able to see everyone
 2. Communication has slowed down
 3. Lack of parent engagement
 4. Not liking tech use for young children
 5. Overwhelm for all participants (students, parents, and teachers)

- 6. Platforms (Google Classroom and ZOOM) have learning curves
 - 7. Trouble visioning returning to school/seeing the “new normal”
 - c. Grade level happenings
 - i. Kindergartens are starting classroom blogs and ZOOM check-ins
 - ii. 1st grade goals are to stay connected with students but keep students off screens as much as possible; packets are created weekly
 - iii. 2nd grade has a blog with portal for online activities
 - iv. 3rd through 8th are using Google Classroom and ZOOM classes, with main teacher and specialty teachers (Handwork, Strings, Movement)
 - d. Many thanks to Blythe Osner, our 6th grade teacher, for setting up Google Classroom for the entire school; gratitude for Muriel Bertucci, Gayla Overmeer, and Patrick Boyd for their many hours of help with getting chromebooks to students, creating handwork packets for all of our nearly 300 students, and for helping to solve technical difficulties, respectively.
 - e. LOCS faculty goals for distance learning
 - i. Provide work without piling on too much
 - ii. Give feedback on assignments
 - iii. Provide synchronous opportunities
 - iv. Avoid negative grading
 - v. Avoid low level packets
 - vi. Recognize that were not held to the “regular” school day schedule
 - vii. Do not violate privacy
 - viii. All posts are made with permission
 - ix. Don’t try to cover too much material
 - f. Discussion: How can we assess the effectiveness of our tools? How can we evaluate--for example, is Google Classroom a good fit, especially for our lower grades? Currently, it’s too early to know. Parent and staff feedback have been various. We are truly building the plane as we are flying it.
2. 2020/21 budgeting priorities (James Jensen)
- a. The Finance Committee is looking at LOCS numbers from our pre-facility grant years as a guide. These were leaner years with lower expenses. LOCS is saving about \$35k in operational costs, due to being closed for COVID19. Unfortunately we are being warned that additional funding reductions will be headed our way, due to extreme State budget shortfalls caused by COVID19. This will be in addition to the \$70-80k reduction in expenses we need to achieve to balance the budget for the 2020/2021 school year. In order to achieve this task, the Finance Committee has created budgeting priorities to guide their work.
 - b. LOCS Budgeting Priorities
 - i. Create a balanced budget with no intentional deficit spending.
 - ii. Use accurate and realistic numbers with all revenue streams.
 - iii. Maintain fidelity to our Waldorf roots with respect to Specialty classes.
 - iv. Minimize Human Resource modifications.
 - v. Minimize classroom budget reductions.
 - c. Discussion: How can the community hear about this? When can the community provide feedback? JT will send a schoolwide email. BOD will keep

budgeting priorities as an agenda item. Finance committee will work on getting community feedback.

3. Anticipated board openings for ~~2019/20~~ 2020/2021 year (Sarah Grossi)
 - a. There will be 2 board openings for the 2020/2021 school year. What is our new process, given the unusual circumstances of Shelter In Place? BOD will announce openings through school email, asking for interested parties to apply. BOD will still collect letters of intent, which could be linked in a Leaflet or school email for the community to read. Interviews could be held in May or June.

CLOSED SESSION 8:10pm

F. Pursuant to Government Code 54956.8 Conference with Real Property Negotiator
Property: 100 Gness Concourse, Petaluma; Negotiating Parties: Sonoma-Marin Fair; under negotiation: price and terms

G. Pursuant to Government Code 54957: Public Employee Contracts

OPEN SESSION

No actions taken in closed session

ADJOURNMENT 10:13 pm