

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

**Minutes for the Special Meeting of the Board of Directors of Live Oak Charter School**  
**March 2, 2021**  
**6:00pm**

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors (“Board”) and employees of Live Oak Charter shall meet via the Zoom meeting platform. Members of the public who wish to access the Board meeting may do so at:

<https://us02web.zoom.us/j/83702677466?pwd=eEhSaHVLTVVXRkIrTkpBdEVxV2RWUT09>

Meeting ID: 837 0267 7466

Passcode: MZ13Qm

You may also call in using the Zoom phone number:  
669 900 6833 US

Members of the public who wish to comment during public comment sections at the start of the meeting or after presentation of items on the agenda may use the “raise hand” on the Zoom platform. Public comment is limited to three (3) minutes. If an interpreter is needed for comments, they will be translated into English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board Meeting

**Access to Board Materials:** A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on the Live Oak Charter School’s website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting

**Disability Access:** Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by emailing [kim.anderson@liveoakcharter.org](mailto:kim.anderson@liveoakcharter.org). All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

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**Present**

Sarah Grossi, Board Chair  
James Jensen, Board Treasurer  
Stacy Ito, Board Secretary  
Chris Fox, Board Director  
Erin Wrightsman, Board Director  
Jessica Umphress, Board Director  
Patrick Kennel, Board Director

Justin Tomola, Executive Director

**CALL TO ORDER**

**6:00pm**

**APPROVE THE AGENDA**

Move to approve the agenda JU, 2nd JJ, Aye SG, SI, CF, EW, PK

**A. Public Comment**

*(15 min)*

No public comment given

**B. The Board will consider the following for review and approval**

1. LOCS Application, Enrollment, and Waitlist policy revision (Justin Tomola) *(10 min)*

Revision of LOCS Application, Enrollment, and Waitlist policies to reflect birth range for 2-year Kindergarten Program, more accurate terminology, and alignment with new enrollment software platform.

*Staff recommendation: Approve LOCS Application, Enrollment, and Waitlist Policy*

Move to approve the LOCS Application, Enrollment, and Waitlist Policy JU, 2nd JJ,  
Aye: SG, SI, EW, PK, CF.

**C. ADJOURNMENT 6:12pm**