

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

Minutes for the Regular Meeting of the Board of Directors of Live Oak Charter School
June 10, 2021
5:30pm

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/83302896035?pwd=U3k0c1h4SkdrQTZoTittT2FCS2dxdz09>

Meeting ID: 833 0289 6035

Passcode: U1Ca1x

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

Justin Tomola, Executive Director
John Azzizi, Business Manager

CALL TO ORDER

5:37pm

APPROVE THE AGENDA

EW moves with the removal of F2, PK 2nd, Aye SG, SI, CF, JJ, JU.

A. Public Comment on non-agenda items

- a. No public comment

B. The board will consider the following for review

1. 2021/2022 draft Budget Report (John Azzizi)
 - a. AB1316 has been tabled for this year. It is possible that it could be revived and reconsidered next year.
 - b. State is expecting a \$76 billion dollar surplus, plus massive federal aid.
 - c. 6/15 is when state legislature should have a budget passed, with a state budget act passed by 6/30.
 - d. Predicting additional funding for education including buying out most of the funding deferrals.
 - e. Universal Transitional Kindergarten program is on the horizon for California via the California For All Kids Plan, which would provide TK for all 4 year olds in CA by 2024-2025 school year.
 - f. 5.07% COLA amount for 2021-2022 has been proposed, which balances out the net 0% COLA funding for 2020-2021.
 - g. Enrollment across the state is declining this year, including charter schools, though to a lesser extent.
 - h. Governor is holding firmly to a “return to normal” instruction in the fall.
 - i. Independent Study guidelines will be revamped for this upcoming school year, making it much more akin to distance learning, and possibly more challenging for the school to facilitate.

- j. For 2021-2022 budget
 - i. predicting lower enrollment, using 284 for the budget
 - ii. applied one-time grant funds to teacher salaries, to create fair and equitable salary increase for next year and the following 2 academic years
 - iii. adding back in 4 Academic Support Team Aides for 2021-2022, but unless additional funding revenue is found, only 1 Academic Support Team Aide could be retained.
 - iv. Large surplus this year (~\$624k), large deficit next year (~\$514k) is the overall picture, putting us on track for our projection

C. Board Development

(20 min)

1. Election of three new board members for terms starting 7/1/2021.
 The board fill the following: one 2-year director seat (expiring 6/30/2023); one two-year director seat (expiring 6/30/2023), and one 3-year director seat expiring 6/30/2024
 - a. Public comment: deep appreciations for the outgoing board members, SG and EW.
 - b. SG moves to nominate all candidates: Chris Fox (CF), Robert Bunce (RB), Kristen Walter (KW), Aaron Jenks (AJ), Adam Klein (AK), and Karla Bravo (KB) to the election, JJ 2nds, Aye SI, CF, EW, PK, JU.
 - c. According to the number of points earned in the election vote below, Kristin Walter, Robert Bunce and Chris Fox were all elected to the board.
 - i. Kristin Walter: 3 year term
 - ii. Robert Bunce: 2 year term
 - iii. Chris Fox: 2 year term

	CF	RB	KW	AJ	AK	KB
PK	3		2	1		
CF	2	3	1			
SI		2	3		1	
EW	2	1	3			
JJ		3	2		1	
JU	3	2	1			
SG	1	3	2			
TOTAL POINTS	11	14	14	1	2	n/a

D. Reports

No public comment

This portion of the meeting is set aside for delivery of information to the board/public. Board members may ask clarifying questions, but items are intended to be primarily informational.

1. Treasurer Report (James Jensen)
 - a. Financial Working Group is continuing to fine tune the budget for next year and will have one ready for board approval at the next June board meeting.
2. Foundation Report (Sarah Grossi)
 - a. Included in the packet
3. Director's Update (Justin Tomola)
 - a. Included in the packet
4. Fall Planning update (Justin Tomola)
 - a. Guidance is still forthcoming from the state and county. State is set to "re-open" on June 15; hoping for the release of more information then. Currently, full-time, in-person school is the hope and plan. Masking and physical distancing is thought to be likely in some form.
5. COVID Response Team (CRT) Report (Stacy Ito)
 - a. CRT hosted the 10th and final town hall to close the year. Many volunteer opportunities are still happening throughout the summer, and CRT will be reaching out to the community for support.
6. Long-term Facilities administrative committee (Chris Fox)
 - a. Discussions happening at Foundation level regarding the possibility of creating a capital campaign for long term facility purposes. More information to come as discussions continue.

E. Consent agenda

(5 min)

All matters listed under Consent Agenda are considered to be routine, and all will be enacted by one motion and vote. There will be no separate discussion of these items unless a Board member requests items to be removed from the Consent Agenda for separate action.

1. Board minutes for May 27, 2021; May 13, 2021
2. Financials for May 2021
3. JJ moves to approve, JU 2nd, Aye SG, SI, CF, EW.

F. The board will consider the following for review and approval

1. Consideration and approval of Executive Director's contract
 - a. Contract proposal is \$115,500 yearly salary, \$1250 masters stipend, \$1250 bilingual stipend, \$5500 bonus for all efforts during the pandemic school year; grand total \$123,500 salary for 2021-2022 for Justin Tomola as Live Oak's Executive Director.
 - b. SI moves to approve the Executive Director contract proposal for Justin Tomola for 2021-22, JJ 2nd, Aye SG, JU, CF, EW.
- ~~2. Consideration and approval of Business Manager's contract~~

G. The board will consider the following for inform and input

1. LCAP Overview (Justin Tomola)
 - a. JT provided a slide show overview of where he is in the process of this year's LCAP. Slides are provided in the packet.

H. Topics for consideration for future board meetings

1. Reminder that August is when new board officers are elected.

I. ADJOURNMENT 9:09pm