

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

Minutes for the Regular Meeting of the Board of Directors of Live Oak Charter School
January 11, 2022
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 School shall meet via the Zoom meeting platform. Members of the public who wish to access the Board meeting may do so at:

<https://us06web.zoom.us/j/81028016399?pwd=QmxKS1AyR1pROTZ4Ukk2NzFBbIBMOT09>

Meeting ID: 810 2801 6399 Passcode: 373151

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

Please be advised that the Sonoma County Public Health Officer issued social distancing recommendations for public meetings, available at:

<https://socoemergency.org/recommendation-of-the-health-officer-public-meetings/>

As discussed in Legal Update No. 15-2021 regarding recent amendments to the Brown Act and pursuant to AB361, local public agencies in Sonoma County may proceed to hold virtual meetings after September 30, 2021 without holding a separate meeting to make a determination that meeting in person would present imminent danger. For so long as the public health recommendations remain in effect, local public agencies should also plan to reconsider the circumstances of the emergency every 30 days and make appropriate findings to continue with virtual meetings.

Members of the public who wish to comment during the Board meeting may use the “raise hand” tool on the Zoom platform. Members of the public calling in will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to 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 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 the 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 72 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 ADA.

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Present:

Jessica Umphress, Board Director and Facilitator
Cortney Calahan, Board Secretary
James Jensen, Board Treasurer
Robert Bunce, Board Director
Kristen Walter, Board Director
Christopher Fox, Board Director
Stacy Ito, Board Director
Justin Tomola, Executive Director

Mission & Program

To ensure the humanity and potential of its students through an education resonant with their unfolding awareness and capacities, and supportive of the full and integrated development of body, heart, and mind. LOCS provides a K-8 program inspired by Waldorf education to children and families of Petaluma and surrounding communities. Waldorf inspired education is a developmental approach to learning that cultivates the innate capacities of each child through age appropriate curriculum. Live Oak educates the whole child – head, heart, and hands, through an education that integrates each child’s creative, intellectual, emotional, physical and social domains. Live Oak offers an interdisciplinary liberal arts program where art, music, and movement are integrated with core academic instruction. Exploration of the natural world, human culture, language and mathematics enlivens curiosity which is the foundation of intellectual growth, conceptual flexibility, empathy and sense of connectedness.

CALL TO ORDER

6:03pm

APPROVE THE AGENDA

JJ moved to approve the agenda; RB seconded; ayes - JU, SI, RB, JJ, CF, KW, CC

A. Public Comment on non-agenda items

(15 min)

This portion of the meeting is set aside for members of the public to make comments or raise issues that are not specifically on the agenda. The board cannot, by law, respond or take action on any issue not specifically on the agenda. Public Comment presentations are limited to three minutes per presentation and the total time allotted to non-agenda items will not exceed fifteen minutes.

1. none

B. 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) *(5 min)*
 - a. LCFF shows \$65,000 more for next year (slightly more than previously projected); references to protecting charter school funding in regards to attendance and ADA but nothing definitive

2. Foundation Report (Jessica Umphress) *(5 min)*
 - a. Participation and donations are increasing
 - b. Auction date and location set: April 30 at Terra Firma Farms

- c. In works: more community events; Skate Night in February (maybe)
3. Director's Update (Justin Tomola) (30 min)
- a. Enrollment
 - i. current enrollment 264; 3 above interim projections
 - ii. middle school previews/tours next week for 5th-grade families
 - iii. accepting applications for 22-23 school year
 - b. Educational Programming and Instruction
 - i. Transitional Kindergarten age range will expand according to State guidelines
 - c. STAR Renaissance
 - i. Teachers have had further training to analyze and access data
 - ii. 2nd round of testing is scheduled for later this month
 - d. COVID
 - i. ParentSquare platform to communicate re: covid has been useful
 - ii. School closure Thursday (1/13) and Friday (1/14)
 - iii. Student vaccine status update has been requested to help with contact tracing and compliance with expected mandate
 - iv. No unvaccinated adult volunteers stands for now while cases are high
 - v. Working on smoothing the process of asymptomatic testing with Covid Testing Today
 - e. SEL
 - i. positive experience
 - ii. 22 hours/week of available counselors (Monday - Thursday)
4. Executive Director Evaluation Team Update (Robert Bunce) (5 min)
- a. The survey will be sent out soon and results collected before end of January so discussion can occur at next board meeting

C. Consent agenda (5 min)

- 1. Public comment - none
- 2. Board comment - none
- 3. JJ moved to approve consent agenda; CF seconded; ayes: JU, SI, RB, CF, KW, CC

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 December 7, 2021
- 2. Financials for December 2021
- 3. Plan to hold regular February 2022 board meeting using Zoom platform per AB 361

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

No public comment

- 1. Enrollment Policy/Classroom size for 2022/23 (Justin Tomola) (15 min)
 - a. Changes proposed for TK age phase change can be found on page 34 of the board packet
 - b. Changes for enrollment acceptance can be found on page 37 (Section F) of the board packet
 - c. Addendum to enrollment policy: "For the duration of 21/22 school year, we will

enact current class caps based on current enrollment numbers; families in current enrollment process withstanding.”

- d. RB moved to approve the updated enrollment policy with the added addendum; SI seconded; ayes - JU, SI, RB, CF, KW, CC, JJ

Staff recommendation is to align class sizes with the multi-year projection of 30 students per class (22 in kindergarten), effective immediately

E. The Board will consider the following for discussion:

No public comment

1. Review of annual parent survey timeline, questions, alignment with LCAP (10 min)
(Chris Fox)
 - a. will be available before the next board meeting
 - b. additions to survey - aligning survey with LCAP, state priorities, Sebastopol Independent Charter School as a resource, CA healthy kids survey
2. 21th Anniversary LOCS Strategic Plan Process Update (Kristin Walter) (15 min)
 - a. Currently planning engagement meetings with stakeholders (faculty, foundation, and board)
 - b. Meeting with class coordinators to discuss ways to include parent community stakeholder group
 - c. In works - connecting with PCS as a stakeholder; connecting with fairgrounds as stakeholder

F. Board Development

No public comment

1. Election of board officer: Treasurer (Jessica Umphress) (5 min)
 - a. JU nominated Robert Bunce as board treasurer
 - b. CF moved to nominate Robert Bunce as board treasurer for the remaining 21-22 school year; KW seconded; ayes - JU, SI, CF, KW, CC, JJ
2. Discussion of plans for open seat on Board, term ending June 30, 2023 (10 min)
(Jessica Umphress)
 - a. Tabled; will move discussion to next month's meeting
3. Schedule BOD participation in strategic planning process (Kristin Walter) (15 min)
 - a. February 15, 2022

G. Topics for consideration for future board meetings

Please email future agenda items for consideration to Justin.Tomola@liveoakcharter.org and jessica.umphress@liveoakcharter.org

H. ADJOURNMENT 8:05 pm