

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
February 8, 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:

Live Oak is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/85001286630?pwd=Y2VvZ2tqUVh5VmJQZVBwS0RnUkxUZz09>

Meeting ID: 850 0128 6630 Passcode: 044104

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
Robert Bunce, Board Treasurer
Kristen Walter, Board Director
Stacy Ito, Board Director (arrived 6:37 pm)

Justin Tomola, Executive Director
John Azzizzi, Business Manager (left 7:38 pm)

Absent:

Christopher Fox, Board 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.

Live Oak Charter Board Norms

- *Be brief and respect others.*
- *Be prepared for board meetings by asking questions ahead of time and follow the "No Surprise Rule."*
- *Avoid hidden agendas and springing any surprises on other members.*
- *Focus on an agenda item until it is resolved or until a specified time has been reached to resume the resolution process.*
- *Give your full listening attention.*
- *Be open to challenge your own beliefs and ideas; Stay open to new ways of doing things.*
- *Success depends on participation – share ideas, ask questions, draw others out.*
- *Refrain from deriding other individuals' ideas. Strive to value all opinions.*
- *Work in the interest of all students.*
- *Own your mistakes.*
- *Celebrate success – take time to recognize small steps or progress toward goals.*
- *Don't interrupt.*
- *Express gratitude and appreciation.*

APPROVE THE AGENDA

JU moved to strike item E1; RB seconded; ayes - JU, RB, CC, KW

RB moved to approve the amended agenda; CC seconded; ayes - JU, RB, 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. no public comment

B. Reports

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.

No public comment

1. Treasurer Report (Robert Bunce) *(5 min)*
 - a. Financials are currently in a positive position
2. Foundation Report (Jessica Umphress) *(5 min)*
 - a. Net positive compared to last year
 - b. December numbers only show parent/family contributions; Matching donation will be reflected in January numbers
 - c. Participation over years in class participation is increasing
 - d. Auction is scheduled
3. Director's Update (Justin Tomola) *(30 min)*
 - a. Enrollment
 - i. Up 3 students (265); attendance percentage is down 1%
 - ii. Enrollment is open for next year
 - iii. School tours scheduled
 - iv. Kinder Stroll - tangible tour for interested families
 - b. Educational Programming & Instruction
 - i. UTK - discussion and communication with other waldorf charters to see how this looks for them
 - ii. Multi-Tiered System of Supports (MTSS)
 - iii. Star Renaissance Benchmark testing has been completed twice
 - c. COVID
 - i. CRT FAQ emails have returned to answer community questions
 - ii. Mitigation strategies - PCR testing 2 days a week; Group tracing antigen testing; OTC COVID tests taken home or work (while supplies last)
 - iii. Many parents are responding to request for vaccination status - helps with tracing and preparation for possible state requirements
 - iv. Guidance Packet updated
 - d. Social and Emotional Learning
 - i. Have services available 5 days a week

4. Long Term Facilities Team Update (Chris Fox, Kristin Walter) (10 min)
 - a. Met with fairgrounds committee that is considering future of fairgrounds; this committee is coming up with proposal for city council about future of fairgrounds and is looking for diverse voices to chime in about fairground future
 - b. Have an upcoming meeting with Mike Parks from fairground committee to build relationship and conversation
 - c. Met with PCS trustee are shared LO narrative

5. Strategic Planning Team Update (Kristin Walter, Jessica Umphress) (5 min)
 - a. Rescheduled some meetings due to omicron
 - b. Meeting with LO staff next week
 - c. Met with 2 representatives from parent coordinators
 - d. Met with PCS board member

6. 2021/22 Mid-year LCAP update (John Azzizzi; Justin Tomola) (20 min)
 - a. Updates are highlighted in blue in the meeting packet.

C. Consent agenda (5 min)

1. Public comment - none
2. Board comment - none
3. RB moved to approve consent agenda; KW seconded; ayes: JU, SI, RB, 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 January 11, 2022
2. Financials for January 2022
3. Plan to hold regular March 2022 board meeting using Zoom platform per AB 361

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

Public comment - none

1. IRS Form 990 (John Azzizzi) (10 min)
 - a. Formalization of audit report
 - b. No differences to report as compared to last year (except some donations and board members)
 - c. SI moved to approve Form 990; KW seconded; ayes: JU, SI, RB, KW, CC

2. 2022/23 LOCS School Calendar (Justin Tomola) (10 min)
 - a. Concern about 178 instructional days vs 180
 - b. RB moved to approve the 2022-2023 calendar; KW seconded; ayes: JU, SI, RB, KW, CC

E. The Board will consider the following for discussion:

1. ~~Classified Salary Schedule Review (Justin Tomola)~~ (removed from approved agenda)

F. Board Development

1. Review anticipated Board openings for next year (Jessica Umphress) (30 min)
 - a. Distribution of 3-year and 2-year terms should be 4 positions of 3-year terms and 3 positions of 2-year terms; currently opposite
 - b. There are 3 positions opening in June

- i. CC (2-year term) - not reapplying
- ii. JU (2-year term) - reapplying
- iii. SI (3-year term) - reapplying
- iv. JJ (one more year, 3-year term)
- c. Discussion: Do we want a 5 or 7 person board?
 - i. 5 person board is feasible for our school size, more manageable, easier to fill positions, doesn't leave many positions to shadow for board duties (chair, treasurer, secretary); Brown Act violations more possible

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 8:34 pm