

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
April 19, 2022
5:00pm

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. To join Zoom Meeting:
<https://us06web.zoom.us/j/88331798745?pwd=cmZsTmY4ekt2NytVMFY2cm1seDZzQT09>

Meeting ID: 883 3179 8745 Passcode: 723872
One tap mobile +16699006833,,88331798745#,,,,*723872# US (San Jose)
+14086380968,,88331798745#,,,,*723872# US (San Jose)

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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Minutes for the Regular Meeting of the Board of Directors of Live Oak Charter School
April 12, 2022
5:00pm

Present:

Jessica Umphress, Board Director and Facilitator
Cortney Calahan, Board Secretary
Robert Bunce, Board Treasurer
Christopher Fox, Board Director
Stacy Ito, Board Director
Kristen Walter, Board Director (5:17 pm)
Justin Tomola, Executive Director

Absent:

John Azzizzi, Business Manager

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.*

CALL TO ORDER

Identify a time-keeper for meeting

5:07pm

APPROVE THE AGENDA

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

A. Public Comment on non-agenda items

(15 min)

Public comment - none

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.

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.

1. Treasurer Report (Robert Bunce) *(5 min)*
 - a. Financials reviewed

2. Foundation Report (Jessica Umphress) *(5 min)*
 - a. Donations report and auction discussed (expected to sell out)

3. Director's Update (Justin Tomola) *(30 min)*
 - a. Topics: Enrollment, Attendance, Educational Programming & Instruction, and COVID; updated & reviewed as found in the board packet
 - b. Shelly Dieterle gave an enrollment update

4. Long Term Facilities Team Update (Chris Fox, Kristin Walter) *(5 min)*
 - a. Healthy Democracy is creating representative panel of stakeholders to hear voices in Petaluma and discuss future of fairgrounds. Live Oak is working to find ways for Live Oak to be represented

5. Strategic Planning Team Update (Kristin Walter, Jessica Umphress) *(5 min)*
 - a. Closing Phase 2

6. Update on student assessment historical data and plan for future *(15 min)*
(Jessica Umphress)
 - a. JU provided information about rechartering and the role assessment data plays in the process

C. Consent agenda

(5 min)

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

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 February 8, 2022, February 15, 2022, March 8, 2022 & March 22, 2022
2. Financials for March 2022
3. LOCS Comprehensive Safety Plan. CA education code requires that LOCS approve annually a "safety plan" relevant to the needs and resources of the school.
4. Addendum to Enrollment policy: Class cap for 2022/23 seventh grade set to 28 students per

Executive Director and teacher recommendation.

5. Plan to hold regular May 2022 board meeting using Zoom platform per AB 361

D. The Board will consider the following for approval

1. Approve joining SISC III (Robert Bunce) *(5 min)*
 - a. CF moved to approve Live Oak joining SISC III; SI seconded; ayes: JU, SI, RB, CC, CF; abstain KW
2. Approve addendum to JPA (Robert Bunce) *(5 min)*
 - a. SI moved to approve addendum to JPA; RB seconded; ayes: JU, SI, RB, CC, CF; abstain KW
3. LOCS By-Law amendment adjusting Director terms (Jessica Umphress) *(5 min)*
 - a. SI moved to approve the bylaw amendment; RB seconded; ayes - JU, SI, RB, CC, CF, KW

E. The board will consider the following for discussion

1. LCAP Public Hearing #1 (Justin Tomola) *(10 min)*
 - a. Overview of LCAP
2. 2022/23 Key highlights from Parent Survey (Chris Fox) *(20 min)*
 - a. Strong participation from the parent community

F. Board Development

1. Update on board recruitment action plan (Jessica Umphress) *(5min)*
 - a. Advertisement in works for recruitment

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

7:31 pm