

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

**Minutes for the Regular Meeting of the Board of Directors Live Oak Charter School**  
**June 14, 2022**  
**6:00pm**

**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 (arrived 7:04 pm)  
Justin Tomola, Executive Director  
John Azzizzi, Business Manager

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/85709649364?pwd=dIFTWGEzMmhmbHdZQUlydXpkaUVmQT09>

Meeting ID: 857 0964 9364                      Passcode: 094404  
One tap mobile                      +14086380968,,85709649364#,,,,\*094404# US (San Jose)  
+16699006833,,85709649364#,,,,\*094404# 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](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 ADA

### **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

6:06pm

## APPROVE THE AGENDA

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

### A. Public Comment on non-agenda items

(15 min)

#### - No public comment

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. Board Development

(20 min)

#### - No public comment

1. Election of three board members for terms starting 7/1/2022.
  - a. KW nominated Samantha Sheppard for a 2-year term to the board, expiring 6/30/2024; SI & RB seconded; ayes: JU, SI, RB, CC, CF
  - b. RB nominated Stacy Ito for a 2-year term to the board, expiring 6/30/2024; CF seconded; ayes: JU, SI, RB, CC, CF
  - c. SI nominated Jessica Umphress for a 2-year term to the board, expiring 6/30/2024; CF & RB seconded; ayes: JU, SI, RB, CC, CF

### C. 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 (Robert Bunce) (5 min)
  - a. Financials reviewed (see board packet for details)
2. Foundation Report (Jessica Umphress) (5 min)
  - a. Postponed until next meeting
3. Director's Update (Justin Tomola) (30 min)
  - a. Enrollment, End of Year Activities, Professional Development (math curriculum & PBIS, Equity & Inclusion), CASPP & STAR tests, and Covid-19 updated and reviewed (see board packet for details)
4. Long Term Facilities Team Update (Chris Fox, Kristin Walter) (5 min)
  - a. Update on Healthy Democracy and LO community participation in recent panel discussions.
  - b. The next steps include continuing to participate with HD panels and also reach out to other stakeholders in the community and continuing to promote LO.

### D. Consent agenda

(5 min)

1. Public comment - none
2. RB moved to approve the consent agenda; CF seconded; ayes: JU, SI, RB, 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 April 12, 2022, May 17, 2022 and June 2, 2022
2. Financials for May 2022

3. Plan to hold regular August 2022 board meeting using Zoom platform per AB 361

**E. The Board will consider the following for approval**

**- No public comment**

1. Declaration of need for fully qualified educators (Justin Tomola) (5 min)
  - a. Example form found in board packet
  - b. SI moved to approve the declaration of need for fully qualified educators; RB seconded; ayes: JU, SI, RB, CC, CF
  
2. Consideration and approval of Executive Director's contract (Robert Bunce) (5 min)
  - a. Contract read by RB
  - b. RB moved to approve Executive Director's contract; CF seconded; ayes: JU, SI, RB, CC, CF

**F. The board will consider the following for discussion**

1. 2021/2022 draft Budget Report (John Azzizzi) (30 min)
  - a. Report was screen-shared
  - b. May not have a FINAL budget til August
  - c. Potential known impacts to the budget:
    - i. COLA increases - increases from 5.33% in January to 6.56%
    - ii. LCFF Base Rate Increase - \$2.1 billion base increase in addition to COLA
    - iii. Transitional Kindergarten Supplement - In recognition of the ADA impact of requiring a 10:1 adult/student ratio for TK or mixed TK/K classes
    - iv. 2021-22 ADA Loss Hold-Harmless and/or Current year Attendance Rate Relief
    - v. Budget Year and beyond ADA Hold-Harmless
    - vi. Special Education - increase from \$715/ADA to \$820/ADA
  - d. New and Expanded Program Adjustments/Impacts
    - i. One-Time Discretionary Block Grant - \$8 billion to be allocated to all LEAs on a per pupil amount based on 21-22 ADA
    - ii. No CalSTRS/CalPERS rate buy-downs; rates will go back to "normal" levels
    - iii. Universal Meals Mandate
    - iv. Expanded Learning Opportunities Program - mandated program for grades TK - 6 to provide afterschool and intersessional opportunities and free tuition for eligible students
    - v. School Facilities Grant Program
    - vi. Deferred Maintenance
    - vii. Educator Training
    - viii. Other Programs
  - e. Reviewed of actual vs projected ADA effect on the budget
  - f. Reviewed 2021-25 State Budget Revenue Assumptions and Funding Scenario Analysis
  - g. Reviewed the 2022-23 Adopted Budget and MYP
    - i. Slight deficit of \$158,019 for 22-23 year
    - ii. One-time funding is expected to offset deficit
  - h. Board questions addressed

2. LCAP Public Hearing #3 (Justin Tomola)
  - a. LCAP reviewed (see packet for details)

(10 min)

**G. Topics for consideration for future board meetings**

Please email future agenda items for consideration to [Justin.Tomola@liveoakcharter.org](mailto:Justin.Tomola@liveoakcharter.org) and [jessica.umphress@liveoakcharter.org](mailto:jessica.umphress@liveoakcharter.org)

**H. ADJOURNMENT**

**9:13 pm**