

**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 28, 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:

<https://us06web.zoom.us/j/89890424164?pwd=amttOUI0NIEwU1lzL2ZjQWxTOEVxUT09>

Meeting ID: 898 9042 4164

Passcode: 476272

One tap mobile

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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

### **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.*

### **PRESENT**

Jessica Umphress, Board Chair  
Robert Bunce, Board Treasurer  
Stacy Ito, Board Director, Secretary for 6/28/22  
Kristin Walter, Board Director

### **ABSENT**

Chris Fox, Board Director  
Cortney Callahan, Board Director

## CALL TO ORDER

5:06pm

## APPROVE THE AGENDA

RB moved to approve; SI seconded; all in favor RB, SI, JU; KW abstained.

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

No public comment

### 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. Foundation Report (Jessica Umphress)
  - a. Report is in the packet; auction totals are not included.
  - b. Foundation will provide a comprehensive update in August, Board should also reevaluate MOU between Foundation and LOCS for the upcoming school year in August as well.

### C. Consent agenda

No public comment

RB moved to approve the consent agenda; SI seconded; all in favor RB, SI, JU, KW.

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 June 14, 2022

### D. The Board will consider the following for approval

No public comment

1. 2022/2023 Annual Budget (John Azzizzi)

Recommendation: Approve

KW moved to approve the budget; RB seconded; all in favor KW, RB, JU, SI.

  - a. CA State (both governor and legislators) approved the state budget on Sunday night (6/26/22) and there were many changes to the May budget that will affect LOCS positively financially. However, due to the last minute changes, which are wide and varied, there was not enough time to revise the LOCS 22/23 budget before today's meeting. Therefore the Board will need to approve this budget, and then in 45 days (August 16 BOD meeting) a revised budget will need to be approved.
  - b. All changes to the state budget that are affecting LOCS are listed and explained (as best as we currently understand them) in the budget narrative, in the packet.
2. 2022/2023 Early Learning Opportunities Plan (ELOP) (Justin Tomola)

Recommendation: Approve

RB moved to approve the ELOP; KW seconded the motion; all in favor SI, JU, KW, RB.

  - a. Plan is included in the packet. There is no audit in 21/22; this is a trial year. Next year it will be audited, so this is a good year to experiment and see what works with LOCS. This summer LOCS offered two options for our students for the

summer: a small on-campus camp with Ms. Denise and also an opportunity to attend the Petaluma Boys and Girls Club.

~~3. 2022/2023 Universal Transitional Kindergarten Plan (UTK) (Justin Tomola)~~

~~Recommendation: Approve~~

~~RB moved to revise the agenda making D3 a discussion-only item and not for approval renaming D3 as E1 under items for discussion; seconded KW, all in favor SI, JU, RB, KW.~~

4. 2022/2023 Local Control and Accountability Plan (LCAP) (Justin Tomola)

Recommendation: Approve

RB moved to approve the LCAP; SI seconded; all in favor JU, SI, RB, KW.

- a. LCAP has been presented multiple times to the board and the public; the plan is in the packet. This final version has the most current financial information from the LOCS final budget.

5. Consideration and approval of Business Manager contract (Robert Bunce)

Recommendation: Approve

SI moved to approve the business manager contract; RB seconded, all in favor JU, KW, SI, RB

- a. The average salary increase for the business manager is 10%, shared across the three schools (Sebastopol Independent, Novato Charter and Live Oak).
- b. Section A of the contract (included in the packet) was read aloud to the Board.

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

1. 2022/2023 Universal Transitional Kindergarten Plan (UTK) (Justin Tomola)

- a. UTK Plan is on page 88 of the packet.
- b. At the time of the board meeting, only two students in the 22/23 school year will be in the newly expanded age range for UTK.
- c. UTK Plan will be posted to LOCS website.

**F. 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)

**G. ADJOURNMENT**

**7:00pm**