

LIVE OAK CHARTER SCHOOL
100 Gness Concourse Petaluma, CA 94952 • (707) 762-9020

Minutes for the Regular Meeting of the Board of Directors Live Oak Charter School
August 10, 2023
LOCS Handwork Room and Zoom
6:00pm

School board meetings are being conducted in hybrid format, by virtual teleconference and in person. Members of the public who wish to access the Board meeting via virtual teleconference may do so at:

Join Zoom Meeting

<https://liveoakcharter-org.zoom.us/j/98976491646?pwd=MUHQs1k0aStoVGdWTkFkMmlRK04rZz09>

Meeting ID: 989 7649 1646

Passcode: 546994

One tap mobile

+16694449171,,98976491646#,,,,*546994# US

+16699009128,,98976491646#,,,,*546994# US (San Jose)

Members of the public calling in will be given the opportunity to address the Board during the meeting. They should use the “raise hand” tool on the Zoom platform. 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, Treasurer
Samantha Sheppard, Secretary
Kristin Walter, Board Director
Justin Lipp, Board Director
Stacy Ito, Board Director
Linda Delgado, Executive Director

ABSENT

Kristina Tank-Cresseto, Board Director

CALL TO ORDER

6:11pm

RB is the time-keeper for the meeting.
SI is the secretary for the meeting.

JU moves to approve the agenda with the following amendments:

- 1) correctly alphabetize items
- 2) table items F2, F3, and F4 until the regular September board meeting due to items needed from John Azzizzi

SI seconds, all in favor JU, SI, RB, SS, KW, JL.

A. Public Comment on non-agenda items

- a. No public comment given

B. Public Comment On Closed Session Items

- a. No public comment given

C. Closed Session

1. Gov. Code 54957.6, Conference with Labor Negotiators, Agency Negotiators: Samantha Sheppard, Robert Bunce, & Linda Delgado

D. Report on Closed Session

1. Closed session ended at 6:46pm.
2. No report issued on closed session.

E. 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)
 - a. No revision to the 23-24 school year budget yet due to no new developments in CBA negotiations with LOTA.
 - b. Still waiting on financials from the PCS school district.
2. Foundation Report (Jessica Umphress)
 - a. Working on getting class pledge participation numbers.
 - b. A new fun committee has been established with Amanda Basler at the helm.
 - c. LOCS Board is working with the Foundation to establish a new Long Term Facilities Committee that will need a broad spectrum of support from board, foundation, and community members with specialized backgrounds.
3. Director's Update (Linda Delgado)
 - a. Enrollment and Outreach
 - i. LOCS capacity this year is 273, current confirmed enrollment sits at 253.
 - ii. There are 4 pending applications, 22 openings, and 29 on the waitlist.
 - iii. LOCS faculty, staff and parents participated in hosting a booth at the Rivertown Revival festival this year. Many thanks to all who jumped in with gusto at the last minute to make it a success!
 - b. Programming
 - i. LOCS hired long-time sub Lissa Ferrar to teach Dramatic Arts as a specialty class this year, for 3rd through 8th graders.
 - ii. LD plans to develop a new music program for the future, with collaboration from faculty and staff.
 - c. In-Service
 - i. Faculty and staff completed a Restorative Justice training before students returned to school. There is a shared wish to continue deepening the training, and to include all classroom aides.
 - ii. LD and faculty also worked on Tier I & II responses to discipline for the 23-24 school year.
 - d. Other
 - i. LD would like to look into options for assisting faculty and staff with aftercare costs, now that LOCS no longer has an in-house aftercare program.
4. Facilities Report (Kristin Walter)

- a. Long Term
 - i. Option of joining with Credo at SOMO Village
 - 1. To move forward: LOCS board needs to make connections with CRPUSD board trustees to see if there is appetite in having another charter school in the district.
 - ii. Option of staying on the Fairgrounds and partnering with Petaluma City
 - 1. LOCS is a core part of the City's vision for the property.
 - 2. The first phase the City needs to move through is applying for the grant for the community resiliency center. There is a meeting next week, with paperwork due by 8/25/23.
 - 3. To move forward: LOCS board needs to sign a contract with the architect and continue partnering with the City.
 - iii. Option of working with PCS for new facilities
 - 1. To move forward: LOCS board needs to start the Prop 39 process.
- b. Short Term
 - i. JU met with 4th DAA to discuss the lease for the school campus for August through December of 2023. Petaluma City takes over management of the property on January 1, 2024.
 - ii. The Fair Board wants to create a 5 month lease in which they are released from all maintenance responsibilities, in lieu of their annual 3% increase. LOCS board did not agree and are still in negotiations with the Fair Board.
 - iii. Currently, with legal counsel, LOCS is paying the monthly lease rate from the 22-23 school year, effectively rolling the lease into a month-to-month agreement, as the Fair Board has accepted and cashed the check.
- 5. Strategic Plan Update (Kristin Walter & Jessica Umphress)
 - a. KW and JU need to meet with LD to formulate a plan to move forward with the Strategic Plan in the 23-24 school year.

F. Consent agenda

JL moves to approve the consent agenda, RB seconds, all in favor JU, SI, RB, KW, JP, SS

- 1. Board minutes for June 27, 2023
- ~~2. Proposition 30 Endorsement~~
- ~~3. 2023/24 Consolidated Application for Title 1 Part A Funding~~
- ~~4. Title 1 endorsement and homeless policy update~~

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

SI moves to approve the calendar, SS seconds, all in favor JU, JL, KW, SS, RB, SI

- 1. Board meeting schedule 2023-24
 - Regular meetings, Joint faculty/board meetings (Jessica Umphress)
 - a. Draft calendar is provided in the packet and discussed.
 - b. Board Meeting dates for 23-24 school year are 9/14/23, 10/12/23, 11/7/23, 12/14/23, 1/11/24, 2/8/24, 3/14/23, 4/9/23, 5/9/24, 6/13/24, 6/27/24.

H. Board Development

- 1. Election of board officers: Chair, Vice Chair, Secretary, Treasurer
 - a. Chair: Jessica Umphress
 - b. Vice Chair: Kristin Walter

- c. Treasurer: Robert Bunce (Justin Lipp to shadow treasurer this year)
- d. Secretary: Samantha Sheppard
- 2. Assignment of Board Roles and responsibilities for 2022/23
 - a. Board HR liaison to ED: Stacy Ito
 - b. Parent Survey: Samantha Sheppard
 - c. Executive Director Review: Robert Bunce and Kristina Tank Cresseto*
 - d. Long Terms Facilities Working Group: Justin Lipp and Kristen Walter
 - e. CBA Negotiators: Samantha Sheppard and Robert Bunce
 - f. PCS Liaison: Kristina Tank Cresseto*
 - g. *Assignments to KTC need to be confirmed
- 3. Information for New Board Member orientation
 - a. Form 700, [LOCS Charter](#), [LOCS By-laws](#), CA Charter Schools Association Governance Academy Part 1 & 2 powerpoint, Charter School Development Center Resources, Chart School Board University book
 - b. Board members need to complete items in H3a as homework.
- 4. Suggested CSDC Brown Act training
 - a. Board members need to complete H4 as homework.
- 5. Fall 2023 BOD retreat planning (Annual goal setting, self evaluation procedure, etc.)
 - a. LOCS board members will meet for two evenings to conduct their retreat, on 9/5/23 & 9/12/23, from 5-8pm. Location TBD.

I. Topics for consideration for future board meetings

Please email future agenda items for consideration to director@liveoakcharter.org and the Board Chairperson

J. ADJOURNMENT 8:35pm