

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

Agenda for the Regular Meeting of the Board of Directors of Live Oak Charter School
Handwork Room and Zoom
November 16, 2023
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/95438619726?pwd=UIF1S1ZiWGFJZk95ZXJMVkVXQ1A3Zz09>

Meeting ID: 954 3861 9726

Passcode: 224898

One tap mobile

+16694449171,,95438619726#,,,,*224898# US

+16699009128,,95438619726#,,,,*224898# 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.*

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CALL TO ORDER

6:07 pm

Identify a time-keeper for the meeting

PRESENT

Stacy Ito, Board Chair

Robert Bunce, Treasurer

Samantha Sheppard, Secretary

Kristin Walter, Board Director, joined via Zoom, as she has strep. Board vote taken, SI, RB, JL, JU

Justin Lipp, Board Director

Jessica Umphress, Board Director

Linda Delgado, Executive Director

ABSENT

Kristina Tank-Cresseto, Board Director

APPROVE THE AGENDA

Agenda amended to move item G1 (contract agreement with LOTA) under D (Report on Closed Session). Also moved item E3 to before E1.

JU moved to approve the revised agenda; JL seconded; all in favor RB, SI, JL, SS, JU, KW

APPROVE THE AGENDA

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. While government code allows speakers to criticize the district's policies, procedures, programs, services, and/or employees, the school does have a policy specific to complaints against employees. Should comments from the public pertain to a specific school employee, the Board requests that the complaint first be submitted, in writing, following the General Complaint Policy for investigation.

B. Public Comment On Closed Session Items

C. Closed Session (30 min)

1. Gov. Code 54957.6, Conference with Labor Negotiators, Agency Negotiators: Samantha Sheppard, Robert Bunce, & Linda Delgado
2. Ed Code 48918(c) Confidential student discipline
3. Gov Code 54957 Public Employee Discipline/Dismissal/Release

JU left meeting 6:55 pm

D. Report on Closed Session Actions Taken

Nothing to report

E. 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. Director's Update (Linda Delgado)

Enrollment/Attendance Update, 2022-23 CAASPP report (35 min)

Looking at SBAB testing data compared with California, our students perform well above California averages in middle school grades, and meet or are under for lower grades. This fits in with our Waldorf program. Robert is wondering if the way the math teacher teaches in middle school can be replicated in the lower grades.

Enrollment is at 253; we need to increase enrollment. We are looking for parents who are interested in our type of education. We are losing our enrollment coordinator, actively looking for a replacement-position requires someone both people oriented and extremely detail oriented. We're doing more during shadow days.

The kindergarten lantern walk was lovely. Shakespeare performance in 7th grade was fantastic. The 8th grade poetry slam was also great.

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

No public comment

1. Contract Agreement with LOTA for 2023-24

RB moved to approve contract agreement; KW second; all in favor SI, RB, JL, LD, SS

E. Reports

2. Treasurer Report

Per RB, expenses and revenue are at 23%, everything is about where it should be.

3. Foundation Report
 - a. Per SI, we are improving, but not close to pre-pandemic levels
4. Board Archives Project
 - a. Per SS, project is in process - it's a big project.
5. Executive Director Annual Review
 - a. Survey goes out to the board by the end of the month; look for it in the in boxes
6. Facilities Update
 - a. JL and KW have been meeting to form a committee; have also met with the architect on next steps; we have a draft concept, draft lease agreement for Jan 1, 2024 & a good faith agreement with the city on partnership. Need to meet with the city about a possible different footprint on the fairgrounds. City is clear we need decisions made within a year. We need to start a capital campaign. Planning a town hall for the community in January. Also need to involve faculty in facility conversations. A big thank you to Jessica and Steve re. working on the lease.

F. Consent agenda

(5 min)

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.

No public comment.

RB moved to approve the consent agenda, JL seconded, all in favor SI, RB, JL, KW, SS

1. Board minutes for October 12, 2023
2. Financials for October 2023

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

1. (Contract Agreement with LOTA for 2023-24 – see above; moved to under G1)
2. 2022/23 Foundation Board Members (Stacy Ito)
 - a. Gwynne Johnson and Amanda Basler
 - i. JL moves to approve, SS seconds, all in favor SI, RB, JL, KW, SS
3. Adding the office of a Clerk (Stacy Ito & Samantha Sheppard)

Per Justin, add Technical/Zoom coordinator.

Vote to add office of clerk and fill it with Justin Lipp, RB moved to approve; KW seconded, all in favor RB, KW, SI,, JL, SS

Discussion Items

H. The board will consider the following for review and discussion

Meal Program Public comment - Jen B is noticing a lot of plastic waste and food waste

1. Future of the meal program
 - a. 22/23 California has a meal program for all students - 2 meals/day. There are a lot of rules that make it difficult. The program has a lot of potential. We can become our own FSA and manage the program ourselves (easier to access funding); we would need to hire someone, unable to do this for next year. Another option is signing up with PCS again - they are looking into new vendors focusing on scratch cooking and local ingredients. We need to put some work into renewing our contract. We are adding this as a "reports" item on the agenda moving forward until it is resolved.

2. Live Oak calendar timeline (Linda/Kristen)
 - a. We talked about a year round calendar - enrollment and shift difficult calendaring. Faculty expressed some interest, but we need to circle back with them prior to pursuing it further. Kristin will follow up with Linda on this. Per Kim, this was discussed in the faculty meeting.

I. Board Development

1. Review current board roles and responsibilities and board capacity
 - a. All board members are doing lots of things, and we need to have an idea of what that looks like to make certain we have the appropriate number of board members. We have facilities. Per Justin, we may want to formalize working groups because we need insight into what is going on, e.g. enrollment/marketing. We discussed creating a parent advisory group, Stacy to follow up with Linda.
2. Board/Faculty Winter Celebration (Robert Bunce)
 - a. Interest in board and faculty coming together for celebration/recognition on behalf of faculty and board. Rob to send potential dates of 12/7 and 12/14. KW suggested paying to get tickets to the winter social, and maybe do a VIP hour. Last year we made treats for their party. Board will bring desserts to aftercare meeting at next board meeting.

J. Topics for consideration for future board meetings

Please email future agenda items for consideration to director@liveoakcharter.org and boardchair@liveoakcharter.org

K. ADJOURNMENT pm

8:31