

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

**Minutes for the Regular Meeting of the Board of Directors of Live Oak Charter School
Handwork Room and Zoom
May 4, 2023
6:00 pm**

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/94929196626?pwd=NlhSZ3JqR0I2K21OamY4cERVZmYwUT09>

Meeting ID: 988 0212 6639

Passcode: 970232

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

- *We work in the interest of ALL of Live Oak's students.*
- *We are prepared for board meetings by asking questions ahead of time.*
- *We follow the "No Surprise Rule;" we are committed to avoiding hidden agendas.*
- *We focus on an agenda item until it is resolved or until a specified time has been reached to resume the resolution process.*
- *Our success depends on our participation – we share ideas, ask questions, draw others out.*
- *We give our full listening attention.*
- *We raise our hand and speak when called upon.*
- *We strive to be brief and respectful to others.*
- *We refrain from deriding other individuals' ideas and strive to value all opinions.*
- *We own our mistakes.*
- *We are open to challenging our own beliefs and ideas; we stay open to new ways of doing things.*
- *We celebrate success by taking time to recognize small steps or progress toward goals.*
- *We express gratitude and appreciation.*

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CALL TO ORDER

6:10pm

PRESENT

Jessica Umphress, Board Chair
Robert Bunce, Board Treasurer
Samantha Sheppard, Board Secretary
Chris Fox, Board Director
Stacy Ito, Board Director
Kristin Walter, Board Director

APPROVE THE AGENDA

KW moved to approve; SI second, all in favor JU, RB, CF, SS, SI, KW

A. Public Comment on non-agenda items

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.

No public comment

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)

- a. Finance met Tuesday; biggest change is we've been waiting for the hold harmless funds, which have been released. At breakeven with payroll. All else running where it should be.
- 2. Foundation Report (Jessica Umphress)
 - a. Foundation is short staffed, and there have been a couple of family emergencies forcing members out of town, so we don't have a report. Last updated numbers from January. They will come to one of the upcoming meetings.
- 3. Director's Update (Justin Tomola)
 - a. Enrollment changes-we currently have open slots in several grades for next year.
 - b. LCAP - Several actions are being taken for the LCAP goals
 - c. Acknowledgement of the craziness of May, end of school year excitement plus festivals/events/field trips.
 - d. Covid - Federal government will end the public health emergency. Case numbers are up in May.
- 4. Strategic Planning Update (Kristin Walter, Jessica Umphress)
 - a. Finished workshops and taking data from those and turning into recommendations to be presented to faculty, admin and staff; will be presented in June board meeting. Thanks to the whole school for showing up and participating.

C. Consent agenda

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

APPROVE THE CONSENT AGENDA

CF moved to approve the agenda, with amendment to remove the Board Minutes May 1, 2023; RB second, all in favor JU, RB, CF, SS, SI, KW

- 1. Board minutes for April 11, 2023; April 19, 2023; April 26, 2023; May 1, 2023
- 2. Financials for April 2023
- 3. Multi-Jurisdictional Hazard Mitigation Plan
- 4. Corrected Executive Director Salary Schedule

D. The board will consider the following for discussion

- 1. Update on Study Session about Specialty Programs (Blythe Osner, Justin Tomola, Stacy Ito)
 - a. Vision for study session was to hear directly from teachers about the goals, ideas and thoughts about the program. Original vision was to have strings starting in 3rd grade, and continue through 8th grade. Challenges were students with IEPs, those who transferred in, resulting skill set disparities that provided classroom issues. Talked about strengths, weaknesses, constraints and ideas.
 - b. Challenges and what we value in the music program. The value for our students of working so hard for something and present something they feel proud of; it took a

tremendous amount of work for Jeff to provide materials all students could excel at. It is important for students to be on instruments. In middle school, choice has value but that complicates things (many different types of instruments). Other creative ideas include having more performances; bringing in musicians to do demos or to speak; ways to do more peer mentoring in general. Kristin brought up after school programming available listed. Per Blythe, there is also interest in an after school program put on by the school.

c. Also talked about the room music is in - presents unique challenges with acoustics and holding the class. Maybe a different building would work, perhaps Beverly Hall or the current handwork room.

d. Per Chris, curious if there is grant money for a stringed instrument program. Rob has looked, but it doesn't hurt to look again.

2. LCAP Public Hearing #2 (Justin Tomola)
Wrapped into director's update agenda item B3

3. Update on future facilities and chartering options (Jessica Umphress)
 - a. Track 1 - stay here and build new buildings. We met with the city and were told to come back and tell them what we want. We're continuing to negotiate lease, meet with the city. 4th District DAA is working to get a ballot measure for local voters to approve them continuing to lease the site, but we don't know if they've gotten enough signatures, and the deadline was April 30. The city wants all tenants to sign a 3 year lease, which will give the city time to do a master plan. They will also need to come in and assess current buildings. We're working with an architect who will give us a site plan and images to help the city understand what our vision is; he will provide a site plan for free.
 - b. Track 2 - move to existing facility in the district. JU got clarity and gave a list of questions about switching from independent to a dependant charter - just for him to see what our concerns are. He will be here with his cabinet next Thursday.
 - c. Track 3 - SOMO village (adjacent to CREDO). SOMO village owner is motivated to get us there; he has money for remodeling to give us. Next step is for board members to view space. We need to be a dual track school (450 students) to make this work financially.
 - d. Other items: met with a financing company, they will do a feasibility study (depends on enrollment size, lease terms). We will get more clarity soon. We need to determine our vision so we can focus our efforts on one track (without closing off other options), put in rank order, in June.

E. Board Development

No public comment

1. Election of board members for terms 7/1/2023-6/30/25
 - a. Two new board members elected, Justin Lipp and Kristina Tank-Crestetto
 - b. Two existing board members elected, Stacy Ito and Robert Bunch
2. Board Self-Evaluation/Performance Feedback (Robert Bunce)
 - a. Self reflections and how do we assess the work we are doing/have done. What does success look like? What do we want to accomplish in the next year? SI suggested we do this at the retreat.

3. Summer Board Retreat (Kristin Walter)
Discussed options; in planning stages. Stacy will help with planning. Potential date: August 26-27.

F. Closed Session

1. Gov. Code 54957, Public Employee Appointment, Title: Executive Director
The board formally approves the Executive Director contract of Linda Delgado, vote 6 to 0. Subject to Section 12, "termination of contract" herein, LOCS hereby employs the employee to serve as the Executive Director for a term of one (1) year commencing on July 1, 2022 and ending June 30, 2023. The ED position is a full time position exempt from overtime law. As a minimum performance requirement, the work schedule for the Employee shall be Monday through Friday, with daily work hours at the School of 8:00 am to 5:00 pm. As this position is exempt from overtime, additional duties of the Employee may need to be performed outside of the work schedule on weekends, as well as before and after the regular work year or hours of the work day.

Approve the contract. SI , KW , all in favor: JU, SI, KW, RB, CF, SS

Faculty has been informed via email today; Families will be informed Friday

2. Gov. Code 54957.6, Conference with Labor Negotiators, Agency Negotiator: Samantha Sheppard

G. Report on Closed Session

Item F 1, Executive Director contract was approved.

Item F2, nothing to report.

I. Topics for consideration for future board meetings

Please email future agenda items for consideration to Justin.Tomola@liveoakcharter.org and jessica.umphress@liveoakcharter.org

G. ADJOURNMENT