



## Fundraising Report Through June 2023

**Total 2022-23 Fundraising Goal: \$196, 810.00**  
 2022-2023 projected grant to the school: \$137,520.00  
 2022-2023 YTD *actual* grant to the school: \$131,117.42  
 [Grant Breakdown: School budget: \$110,242.42 Fund a need: \$20,875.00]

The grant amount is equal to 80% of our Net Income for each year, as set in the MOU between the Foundation and the School.

### Donations Received by Month [Source: Foundation Accounting]

<u>Month</u>	<u>2018-2019 Year</u>	<u>2019-2020 Year</u>	<u>2020-2021 Year</u>	<u>2021-2022 Year</u>	<u>2022-2023 Year</u>
July	\$ 8,383.21	\$ 10,989.33	\$ 4,233.67	\$ 4,561.51	\$4,176.53
August	\$ 8,652.51	\$ 21,194.89	\$ 12,566.54	\$ 7,658.32	\$6,997.66
September	\$ 23,645.47	\$ 16,006.07	\$ 13,829.33	\$ 3,933.77	\$4,746.60
October	\$ 11,717.19	\$ 11,153.66	\$ 7,199.23	\$7,962.98	\$4,212.55
November	\$ 17,345.91	\$ 12,510.24	\$ 8,827.93	\$23,746.23	\$8,131.14
December	\$ 21,067.03	\$ 23,091.80	\$ 17,168.88	\$19,597.50	\$12,411.66
January	\$ 25,915.16	\$ 33,871.50	\$ 13,955.94	\$56,795.13	\$11,525.19
February	\$ 15,592.43	\$ 15,300.49	\$ 13,240.35	\$8,327.05	\$17,086.49
March	\$ 84,452.77	\$ 99,049.54	\$ 11,267.57	\$8,878.44	\$92,132.20
April	\$ 14,613.46	\$ 10,726.98	\$ 12,928.62	\$14,611.86	\$10,882.78
May	\$ 13,789.51	\$ 18,265.65	\$ 54,223.26	\$99,587.56	\$10,070.25
June	\$ 39,777.09	\$ 19,207.18	\$ 12,880.61	\$4,624.86	\$4,818.54
<b>Total</b>	<b>\$ 284,951.74</b>	<b>\$ 291,367.33</b>	<b>\$ 182,321.93</b>	<b>\$260,295.21</b>	<b>\$187,191.59</b>

**Variance From Last Year YTD: -73,103.62**  
**Long-Term Capital Fund Ending Balance: Approx. \$122,467.99**

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

**Minutes for the Meeting of the Board of Directors of Live Oak Charter School  
Aftercare Room and Zoom  
June 27, 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:

<https://liveoakcharter-org.zoom.us/j/91323940769?pwd=MWhYRWVQRlIwYjI2STYyRVZBT3Bpdz09>

Meeting ID: 913 2394 0769

Passcode: 905432

One tap mobile

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+16694449171,,91323940769#,,,,\*905432# US

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](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**

- *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.*

### **LIVE OAK CHARTER SCHOOL**

100 Gness Concourse Petaluma, CA 94952 • (707) 762-9020

### **PRESENT**

Jessica Umphress, Board Chair  
Kristin Walter, Board Director  
Stacy Ito, Board Director, acting Secretary for 6/27/23  
Chris Fox, Board Director  
Robert Bunce, Board Treasurer  
Linda Delgado, Executive Director

### **ABSENT**

Samantha Sheppard, Board Secretary

### **CALL TO ORDER**

Identify a time-keeper for the meeting

**6:13pm**

### **APPROVE THE AGENDA**

KW moves to approve, RB seconded  
Aye: JU, KW, SI, CF, RB

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

None

## B. Public Comment On Closed Session Items

None

## C. Closed Session

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

## D. 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)~~ No treasurer report this month, wrapped into item F1

## E. Consent agenda

KW moves to approve, RB seconded

Aye: JU, KW, SI, CF, RB

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, 2023

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

No public comment

1. 2023/2024 Budget (John Azzizzi)

Recommendation: Approve

CF moves to approve the 23/24 proposed budget, KW seconds

Aye: JU, KW, SI, CF      No: RB      23/24 proposed budget is approved

2. 2023/24 LCAP (~~Justin Tomola~~, John Azzizzi)

Recommendation: Approve

RB moves to approve the 23/24 LCAP, SI seconds

Aye: JU, KW, CF, SI, RB

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

Recommendation: Approve

The Consortium Director is a shared position between SICS, NCS, and LOCS. Per the MOU for this position, "Salary increases shall, at a minimum, be equivalent to the weighted average salary increases of the Executive Directors of each of the Participants. The Proportionate Share Percentage shall be adjusted accordingly for the same weighted average increase." Using this formula, this year's salary increase will result in a 6.1% raise and reflect a total salary of \$142,576. As stated, this position is shared across three schools, with the current split as follows: SICS 42.65%, **LOCS 34.40% (\$49,046.14)** and NCS 22.95%.

RB moves to approve the salary and position for the Business Manager contract for 23/24, SI seconds

Aye: JU, KW, SI, CF, RB

4. Review and approve authorization of Foundation to disperse to LOCS the entirety of 22/23 support grant within 30 days. (Robert Bunce)

Recommendation: Approve

SI moves to approve, CF seconds

Aye: JU, KW, SI, CF, RB

## **G. The board will consider the following for discussion**

No public comment

1. Future Facilities Planning (Jessica Umphress & Kristin Walter)
  - a. KW met with Rick Merlau regarding further information and development of plans with faceted buildings for a possible school site construction. Estimated cost to have architectural plans created is about ~\$7500. Merlau has generously provided a lot of work to LOCS pro bono in helping to envision a possible new site. Due to budget constraints, LOCS will need to work with FOLOCS to source the funds to continue working with Merlau. RB suggests forming a new facilities working group with FOLOCS going forward. KW will follow up with Merlau.
  - b. JU is in the process of connecting and setting up meetings with board trustees in Rohnert Park to assess viability of LOCS moving to SOMO Village.
2. Strategic Plan Recommendations (Kristin Walter & Jessica Umphress)
  - a. KW gave an update and overview of the Strategic Plan process and the subsequent Recommendations from the process. Next steps are 1) fully enroll the new ED in the Strategic Plan & Recommendations and 2) bring the Recommendations to the faculty for presentation and collaboration sometime in the fall.

## **H. Board Development**

1. Board Self-Evaluation/Performance Feedback (Robert Bunce)
  - a. RB will work with LD when she returns from vacation to get this item to the board in the near future.

## **I. Report on Closed Session**

No report out

## **J. Topics for consideration for future board meetings**

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

## **K. ADJOURNMENT**

**9:34pm**



## CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Live Oak Charter (49 70854 6119036)

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### Certify Data

If a data collection form has been saved to a draft status, then it may be ready to be certified and a box will populate in the Certify column for the form. To certify one or more forms, select the appropriate boxes, then select the Certify Submissions option. To select all forms listed as available to certify, select the Select All option, which will auto-select all the Certify boxes, then select the Certify Submissions option.

Note: Depending on the number of forms selected and the size of your local educational agency (LEA), it may take a few minutes for the system to run validation checks and complete the certification request for some or all of the selected data collection forms and/or to produce a list of errors that are preventing certification of one or more data collection form.

Fiscal Year	Description	Deadline	Status	Certify
2022-23	<a href="#">Title I, Part A Notification of Authorization of Schoolwide Program</a>	6/9/2023	Certified LOCS, 5/31/2023 11:38 AM	
2022-23	<a href="#">Homeless Education Policy, Requirements, and Implementation</a>	8/31/2023	Certified LOCS, 8/3/2023 12:51 PM	
2023-24	<a href="#">Certification of Assurances</a>	8/31/2023	Certified LOCS, 8/3/2023 11:52 AM	
2023-24	<a href="#">Protected Prayer Certification</a>	8/31/2023	Certified LOCS, 8/3/2023 12:00 PM	
2023-24	<a href="#">LCAP Federal Addendum Certification</a>	8/31/2023	Certified LOCS, 8/3/2023 12:00 PM	
2023-24	<a href="#">Application for Funding</a>	8/31/2023	Certified LOCS, 8/3/2023 12:00 PM	
2023-24	<a href="#">Substitute System for Time Accounting</a>	8/31/2023	Certified LOCS, 8/3/2023 12:00 PM	

[Select All](#)

[Reset](#)

[Certify Submissions](#)

### 2023–24 Certification of Assurances


Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca21assurancetoc.asp>.

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [ConAppSupport@cde.ca.gov](mailto:ConAppSupport@cde.ca.gov), 916-319-0297

### Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	John Azzizzi
Authorized Representative's Signature	
Authorized Representative's Title	Finance Manager
Authorized Representative's Signature Date	08/03/2023

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

### 2023–24 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

**CDE Program Contact:**

Miguel Cordova, Title I Policy, Program, and Support Office, [MCordova@cde.ca.gov](mailto:MCordova@cde.ca.gov), 916-319-0381

### Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Linda Delgado-Pelton
Authorized Representative's Title	Executive Director
Authorized Representative's Signature Date	08/03/2023
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

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## 2023–24 LCAP Federal Addendum Certification

**CDE Program Contact:**

Local Agency Systems Support Office, [LCAPAddendum@cde.ca.gov](mailto:LCAPAddendum@cde.ca.gov), 916-323-5233

### Initial Application

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

### Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

<b>County Office of Education (COE) or District</b> For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
<b>Direct Funded Charter</b> Enter the adoption date of the current LCAP	06/27/2023
Authorized Representative's Full Name	Linda Delgado-Pelton
Authorized Representative's Title	Executive Director

**\*\*\*Warning\*\*\***

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## 2023–24 Application for Funding

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [ConAppSupport@cde.ca.gov](mailto:ConAppSupport@cde.ca.gov), 916-319-0297

### Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
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### District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	No
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### Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

<b>Title I, Part A (Basic Grant)</b> ESSA Sec. 1111 et seq. SACS 3010	Yes
<b>Title II, Part A (Supporting Effective Instruction)</b> ESEA Sec. 2104 SACS 4035	No
<b>Title III English Learner</b> ESEA Sec. 3102 SACS 4203	No
<b>Title III Immigrant</b> ESEA Sec. 3102 SACS 4201	No
<b>Title IV, Part A (Student and School Support)</b> ESSA Sec. 4101 SACS 4127	No

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### 2023–24 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

**CDE Program Contact:**

Hilary Thomson, Fiscal Oversight and Support Office, [HThomson@cde.ca.gov](mailto:HThomson@cde.ca.gov), 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	No known deficiencies

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## LOCS 2023-24 Proposed Schedules for Regular Board Meetings

Usually the second *Thursday* of the month. Meeting agendas/packets posted by Monday evening (or 72 hours in advance of the meeting date).

TBD: Joint sessions with the LOCS faculty

<b>Thursday</b>	<b>BOD Meeting</b>	<b>FWG meeting*</b>	<b>EWG Meeting*</b>
<b>September</b>	9/14/2023	TBD	TBD
October	10/12/2023	TBD	TBD
November	11/7/2023 Note: this is a <i>Tuesday</i> . Thursday, 11/9, is a nonschool day for LOCS	TBD	TBD
<b>December</b>	12/14/2023	TBD	TBD
January	1/11/2024	TBD	TBD
February	2/8/2024	TBD	TBD
<b>March</b>	3/14/2024	TBD	TBD
April	4/9/2024 Note: this is a <i>Tuesday</i> . Thursday, 4/11, is 8th Grade Project Presentations night	TBD	TBD
May	5/9/2024	TBD	TBD
June	6/13/2024	TBD	TBD
June	6/27/2024	TBD	TBD

\*Finance Working Group (FWG) and Executive Working Group (EWG) meeting dates are tentative and are not public meetings.