

LIVE OAK CHARTER SCHOOL
100 GROSS 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
March 14, 2024
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/98440485920?pwd=Z3VTbTJ0MGRiV0Z3V0VwTkRvSEVHZz09>

Meeting ID: 984 4048 5920

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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

Identify a time-keeper for the meeting

6:04 pm

PRESENT:

Stacy Ito, Board Chair

Robert Bunce, Board Treasurer

Samantha Sheppard, Board Secretary

Jessica Umphress, Board Director

Kristin Walter, Board Director

Justin Lipp, Board Director

Kristina Tank-Crestetto, Board Director

Linda Delgado, Executive Director
John Azzizzi, Finance Manager

APPROVE THE AGENDA

RB moved to approve; KW seconded; all in favor KW, SI, JU, JL, RB, KTC, SS

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.

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. Ceded time to John
2. Foundation Report (Stacy Ito)
 - a. We are at about 50% participation. Auction is coming up; we'll see how it goes.
3. Director's Update (Linda Delgado)
 - a. Faculty and staffing - have done evaluations and in the process of putting to paper.
 - b. Enrollment - on track to be full next year, but things can change. tours continuing
 - c. Open house = staff have been working hard on it, as they understand it is a recruitment and retention event.
 - d. Thinking classroom - Linda visited a classroom and it is working well.
 - e. Lo tide - coming together, will present to teachers and develop materials for parents
4. Facilities Report (Justin Lipp)
 - a. There were a number of things damaged from the recent wind storms; staff would like to bring in professional contractors for shade structure rebuild. JL noticed the roof on our shed looks like it needs some work. There is an escrow account to handle this type of maintenance. Tents need anchors and shade sails need proper grounding. JL to look at costs for tent installation. Also, will check in with teachers on placement of shade structure.
 - b. New facilities - transition period is 3 calendar years, per the city. Met with the city and discussed planning for safety. We are getting quotes for new portables that are more flexible. City is focused on landscaping and safety for the upcoming new school year, and they are removing the red building. Per Linda, include TK/K in planning for fencing. Parking lot adjacent to the office is now available to parents.
5. Clerk Report (Justin Lipp)
 - a. 700 forms are all in. Policy documentation/archive project is in the works.

C. 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

Per SS, 2/8/24 notes need to be amended to move Kristina Tank-Crestetto from absent to present. KW motion to approve the amended minutes, RB seconded; all in favor SI, KW, JU, JL, RB, SS, and KTC

RB moves to approve; KTC seconds, all in favor SI, KW, JU, JL, RB, SS, and KTC

1. Board minutes for February 8, 2024; February 13, 2024; February 22, 2024
2. Financials for February 2024

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

No public comments

1. Second Interim Budget (John Azzizzi)
 - a. Per JA, all options need to be on the table, and becoming a dependent charter is definitely an option; PCS has a track record of taking on dependent charters and succeeding. If we cannot get to 284 enrollment, we do need an alternative. We have three challenges - certificated salary schedule, school site & administration needed to run with an independent charter.
 - b. State budget has a deficit of \$38-58B, from 22/23 (already on the books), and the COLA is very low (.76), legislative analyst wants it at 0.
 - c. State budget is affecting our budget - COLA is down, resulting in an 80K hole in our budget next year. Our projected ADA is down (based on real numbers through February). Official attendance ends after March 22nd.
 - d. Based on our 260 enrollment next year, we are still in a deficit. 27/28 is our charter renewal year. The budget isn't pretty, but it gets us to next year. This is our first look at the next school year (24/25). No major changes for this year (23/24). RB is wondering, in best case scenario with 300 students, what does our budget look like, and how will it affect our ability to give raises in the future. If we do a 10% raise that is permanent, what is the enrollment number we need to hit? There is a provision of \$50K for a school food program.

JU moved to approve the second interim budget, KTC seconds; all in favor JU, SI, KW, KTC, RB, JL, SS

JA leaves the meeting 8:07 pm

2. Enrollment Policy Update (Linda Delgado)
 - a. Major change is the TK and K classes will be separated. Per KW, why don't we shorten the calendar months available to Kinder, and TK has K/TK mix, but would not contain the older kids in K, as we need to ensure we have 30 students in 1st grade. More discussion is needed, as TK is a specific age range and funding. Tabled to next month. Kim, Casey/Denise and Linda have been in discussion.

E. The board will consider the following for discussion

No public comment.

1. Meal Programs for Live Oak (Kristen Walter)
 - a. District is currently not planning to service us for food next year. And there is an

outstanding issue for billing this year. There are two organizations that work with schools and SFAs, and we are working with School Food Solutions discussing scratch cooking, and we are far from this model currently. We could do family style, extra programming. They work with you on how to be compliant. For next year, actual food won't change, as there are not many options. School Food Solutions will help with setup, long term plan, training, & managing program. We're waiting on a proposal from School Food Solutions and also the district. LD and SS to join Kristin on planning. JU thanks KW for the work she has done on this over the past year+.

2. Additional TK Programming Proposal for 24-25 (Stacy Ito)
 - a. Stand alone TK program with a different lottery system. We know we have to get to 30 students in 1st, and are limited to 24 in . Proposal - one year TK in Beverly Hall, and after the one year, go through another lottery to get a K spot. Would mean hiring another teacher, aide and having another space dedicated to the class. JL points out that Beverly Hall needs a bit of construction work. JU points out that BH isn't ideal, both the building and location. Annex is a better location, and it has been used as a preschool before. RB points out it would save some enrollment issues, but is curious about whether it would affect the charter. JU would like legal advice on dual lottery system. Break even enrollment would be 13-16, depending on salaries. Per KTC, the info on what we've already offered is needed before we can make decisions. Once JU talks with lawyer, we will meet in a special meeting to discuss if the idea is viable legally.
3. Opportunities for Institutional Sustainability (Jessica Umphress)
 - a. Under institutional stability - understanding out current base level programming is already above what the state budget provides,
 - b. By June of 2024, the specialty programs provided; music has been challenging; pull those who need help from specialties/co-hort.
 - c. How do we provide specialites and do them well. JU to meet with RB and SI.

F. Board Development

No public comment

1. Board Work Assignments (Jessica Umphress)
 - a. We've done enough board work assignments tonight.
2. Board seats for 24-25 (Stacy Ito)
 - a. Stacy needs a letter if you'd like to continue on the board, or let Stacy know if you'd like to leave at the end of your term. A letter from new prospective members will go out on PS in April.

G. CLOSED SESSION

No public comment.

1. Gov Code 54957.6 Conference with LOCS Labor Negotiators
2. ~~Gov Code 54957 - Public Employee Contracts, Review of Executive Director~~ - tabled to April
Nothing to report.

H. Topics for consideration for future board meetings

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

I. ADJOURNMENT

10:36 pm