

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
Craft Room at the Petaluma Community Center and Zoom
320 North McDowell Blvd, Petaluma**

**June 27, 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/98648656837?pwd=ZzEvN0RFK1ZXNDZCNExmWTVnRTZYUT09>

Meeting ID: 986 4865 6837

Passcode: 869664

One tap mobile

+16699009128,,98648656837#,,,,*869664# US (San Jose)

+16694449171,,98648656837#,,,,*869664# 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. 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

6:03pm

Identify a time-keeper for the meeting

PRESENT:

Stacy Ito, Board Chair

Robert Bunce, Board Treasurer

Justin Lipp, Board Clerk

Jessica Umphress, Board Director

Linda Delgado, Executive Director

Kristina Tank-Crestetto, Board Director

Samantha Sheppard, Board Secretary (late)

Kristin Walter, Board Director, moved to join the meeting via Zoom

John Azzizz

APPROVE THE AGENDA

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

SS abstained

SS arrived at the meeting at 6:06 pm.

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.

Kim Anderson thanks the Board for the hours spent helping with the school.

B. 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

- a. No new information from the past two weeks. Foundation grant came in higher than budgeted (we have received the check).

C. Consent agenda

No public comment

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 13, 2024
2. Prop 28 (Arts & Music) Annual Report

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

D. The Board will consider the following for approval

No public comment

1. 2024/2025 Budget & Salary Schedule Updates (John Azzizzi)

We went through the budget in detail last meeting, there are no changes.

Staff Recommendation: Approve

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

2. 2024/25 LCAP & Local Indicators (Linda Delgado)

LCAP local indicators have all been met. We do a 1-year LCAP that ties to our budget (other option is 2 years). We will continue to focus on student achievement (goal 3), and are working on student engagement (goal 4), including improving levels of chronic absenteeism. Goal 5 is to provide high quality Waldorf programming and ensure the long term sustainability, and continuing to develop special education expertise. For next year, Corrine will work as an assistant to the Special Ed program (she is working on a credential in the subject), and we will have a new credentialed teacher from the district next year. As far as enrollment goes, we are at 279 for the coming year, and we are still working to fill open spaces.

Staff Recommendation: Approve

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

3. Consideration and approval of MOU with Charter Business Services Consortium & Contract with Consortium Director (Robert Bunce)

Per JA, this is the 6th year and will be the last year of the 3-school consortium. Novato Charter is moving to another solution halfway through the year. There is a slight increase this year (less than 4%) due to the changes; plus a salary increase of 4%.

Staff Recommendation: Approve

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

E. Board Development

No public comment

1. Schedule August 2024 BOD meeting dates
For scheduling, JA is unavailable Mondays, and has meetings the second Wednesday of September and December. The goal tonight is to just schedule August. JU recommends not scheduling Tuesday nights as PCS meets Tuesday evenings. Per RB, we may need to meet in July, too. First regular meeting will be August 15 (Thursday). Potential date for special meeting in July is July 11th to discuss the MOU with PCS.
2. Elect board officers for 2024-2025 school year
We want to elect officers now so the board is fully functional at the start of the school year.
JU nominates KW for president, KW accepts, voted in unanimously
SI nominates RB for treasurer, RB accepts, voted in unanimously
SI nominates SS for secretary, SS accepts, voted in unanimously
SI nominates JL for clerk, JL accepts, voted in unanimously
3. Board goals for 2024-2025 (Group Discussion)
 - a. Broad and specific goals
 - i. JU suggests getting a plan b together for facilities/independent-dependent as part of the retreat.
 - ii. Back to school picnic is August 23, 2024. The board and foundation will need to organize desserts, but the foundation organizes the community to attend.
 - iii. In terms of board retreat, KTC recommends putting parameters and deadlines around our options. Also, need to have an agenda that is posted 3 days prior to the meeting.
 - iv. Per RB, we had a contradiction in number of non-teaching days in the CBA, and so a revised CBA will be ready for approval in our next meeting.
 - b. Returning to Committee work structure
 - i. JU clarified a board committee needs to follow all the Brown Act rules – needs to have an agenda, meet with quorum, create meeting minutes. Working groups require us to report out at the next board meeting, but do not require following all the brown act rules.
 - ii. As we are moving forward, we have added board members to deal with the workload and may want to move back to the committee work structure so we don't spend a lot of time in the board meetings reviewing working group status.
 - iii. Per JU, we should have a facilities committee or working group and a transition committee. The facilities committee/working group.
 - iv. Per SI, if we create a new committee, we need to create it in our bylaws.
 - v. Per KW, we should take a look at the work that needs to be done within the group and decide whether we need a committee or working group, and it makes sense to discuss it in the board retreat.
 - vi. Per JL, recommends forming a committee for the transition project, and KTC agrees, for transparency and organizational
 - vii. Per KTC, with all the work that needs to be done, we should schedule 2 days for the board retreat.
 - viii. Per RB, working groups are easier than working groups for LD to work with.
 - c. Board self-evaluation/performance feedback
 - i. To be discussed at board retreat.

F. Topics for consideration for future board meetings

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

G. ADJOURNMENT

7:20 PM

