

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

**Minutes for the Special Meeting of the Board of Directors of Live Oak Charter School
Aftercare Room and Zoom
June 14, 2023
4:00 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=NlHSZ3JqR0l2K21OamY4cERVZmYwUT09>

Meeting ID: 949 2919 6626

Passcode: 192573

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

4:06 pm

Identify a time-keeper for the meeting

JU requested to attend meeting via Zoom. SI moved to approve, KW seconded, all in favor SI, JU, RB, KW, CF and SS.

PRESENT

Jessica Umphress, Board Chair (via Zoom)
 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

No public comment

B. Public Comment On Closed Session Items

No public comment

C. Closed Session

1. Gov. Code 54957.6, Conference with Labor Negotiators, Agency Negotiator: Samantha Sheppard
 - a. Nothing to report.

D. 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)
Rob yields time to John's full budget report
2. Foundation Report (Jessica Umphress & Foundation Rep)
 - Goal – Bring community together & get more people on the foundation & more donations to the foundation
 - Might ask for a class representative from each grade/class
 - They liked the picnic, having more community events will lead to more engagement
 - May end up \$20K below our goal; May and June numbers will be available in August
 - Need more communications from the foundation, no longer have breakdown of class participation - foundation needs more people
 - Having the foundation sign up in the introductory paperwork was helpful
3. Director's Update (Justin Tomola)
 - Enrollment - have only 254 registered; max capacity is 279
 - Kindergarten study session notes are included in the director's update. These are Ms. Mary Alice's observations
 - Festivities - May was a very busy month for festivals, activities and meetings
 - MTSS (multi system of support) - early literacy has been a good program; may want to focus a bit more on math
 - Star Renaissance benchmark assessment - assesses where students are coming into the classroom, plus two additional tests a year to see how we are doing
 - Covid - the school's highest counts ever in the month of May 2023; the public health emergency is over as of May 11
4. Strategic Planning Update (Kristin Walter, Jessica Umphress)
We have a final document and we will get before the next board meeting

E. Consent agenda

No public comments.

1. Board minutes for May 1, 2023; May 4, 2023; May 22, 2023
2. Financials for May 2023

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

F. The board will consider the following for discussion

No public comment.

1. 2022/2023 draft Budget Report (John Azzizzi)
 - a. State economic outlook - we've gone from a surplus last year to a deficit this year;

education has been cut current year one time grants; 50% cut suggested by governor on arts to fund COLA (cost of living adjustment); legislature has cut only 6%; we want cola and full funding, but we're not sure where it will be based on differences between governor & legislature.

- b. Prop 98 funding has a \$3.5B funding gap
- c. There are risks in the state forecast - it does not cover a recession; if there is a deficit, deferrals will likely occur.
- d. School is at a 10 year low for ADA; charter schools get funding only via ADA
- e. Facility uncertainty is also a challenge
- f. End of one time funding, loss of SB740 funding due to changes in PCS boundaries, last year of funding was 2018/19 \$204K
- g. At the beginning of last CBA cycle, our salaries are not far off from peers; need to compare to small elementary schools for apples to apples comparison
- h. Raises moving forward need to be based on structural changes (eg increase enrollment and ADA)
- i. Underfunded/unfunded programs - school lunches - may lose PCS and do the meal program on our own; universal TK/K - capacity may be reduced by legislation; expanded learning opportunity program (after school program)
- j. Prop 28 - will likely use it for music program, but we are looking into whether that can be done
- k. There are significant differences between charters and school districts
 - i. Hold harmless (a break on ADA) doesn't apply
 - ii. Excess tax - school districts get funding that charters do not
 - iii. Special categories of funding are available to districts that aren't available to charters
 - iv. Facilities - charter schools need to rent or buy facilities; school districts do not. Also, school districts used state funding to get solar power
 - v. Charters are mandated to pay an oversight fee
 - vi. We have many contracted services (counselors, special ed, janitorial) that districts don't carry the costs of
 - vii. Music, movement & handwork did not need to be certificated; they were classified roles. As of next year, those teachers will be certificated
 - viii. Prior to 2018-19, PCS handled business services, and we brought it in house at that time, sharing resource with two other local Waldorf charter schools
 - ix. Average not a great number, as if there are a lot of new teachers, it'll drag the average down; if there are a lot of experienced teachers, it'll drag the average up
 - x. School districts can borrow from the county; charters need to go out to the private market and get loans.
- l. Enrollment - we've budgeted 260 for next year, but we're not there; had lowest attendance rate we've had in 10 years; we've budgeted an adjusted ADA of 249.07 next year
- m. Costs are going up; fair grounds is raising our rent for the first half of the year; insurance costs have gone up 30%;
- n. Bottom line is revenue is down and costs are up, both about \$50K
- o. non profit reserve should be about 25%; 17% is what we are aiming for by school

year 27/28. State mandated minimum reserve is 5%; we can't run our school with that reserve. If we budget break even, we'll be at a \$250K deficit halfway through the year (to make payroll and rent). If deferrals happen in addition, the \$500K is lowest

2. Presentation by Eric Olson on behalf of Live Oak Teacher's Association
 - a. Works with 23 of the 40 districts here in the county; looks at many school budgets
 - b. Before the pandemic, finding teachers was a crisis; now it's a catastrophe
 - c. Compared with similarly educated professionals, there is a 21% wage penalty for teachers
 - d. School services of California provides information for negotiating
 - e. Figures in presentation are from J-90 California Department of Education (finances and stats) cde.ca.gov & go to data & statistics, or search J-90
 - f. Eric's team relies on actuals, not on the projections, as they've found the projections to be overly conservative.

3. LCAP Public Hearing #3 (Justin Tomola)
 - a. Final LCAP with budget and graphs will come out for the June 29 meeting.
 - b. Justin recommends inserting LCAP questions into the parent survey.
 - c. Justin recommends reviewing the LCAP document to see how we can use it as a tool.
 - d. Jessica recommends reviewing the LCAP document for approval in our next meeting.

4. Update on Study Session about Kindergarten (Blythe Osner, Stacy Ito, Justin Tomola)
 - a. Met with K teachers to understand challenges (mostly related to covid). There is real concern about how to reach a widening age gap in Kindergarten (curriculum) and doing that in a classroom and playground that is not particularly suited to the younger ages.
 - b. Playground doesn't have any play equipment for younger kids. When kids don't move their bodies in ways they need to outside, leads to issues inside. Also, need a platform for sink and cover for cubbies.
 - c. Changing the program for younger kids means older kindergarteners are leaving because their needs aren't being met.
 - d. They're doing a lot of SEL, and are using aides to do one-on-one with individual kids (rather than help with food prep and clean up).
 - e. Kids have become accustomed to bringing their own food; not sure bringing food back as a offering makes sense. There is snack, they make bread and grind grains, but it's not the daily offering we used to do.
 - f. Teacher's classload is heavier with the younger kids now in class; unable to relinquish aides from the one-on-one interactions.
 - g. Things needed: Structural things needed include sink platform, dedicated sand box, embedding tires into ground, appropriate sized picnic tables. Also need more professional development in neurodiversity and autism (also for aides). More evaluation and support from Admin.
 - h. There is concern about how they will do prep work with both classrooms using rooms for aftercare, and aides will be unavailable for prep because they will be

leads in aftercare program.

5. Establishing Priority Areas for Future Facilities (Jessica Umphress & Kristin Walter)
 - a. Goal is to not close off any options, but to narrow the focus
 - i. City - met with city, presented them with plans; the communicated their vision for the future of the fairgrounds is an educational hub. Everything the architect has done to date has been free; payments will likely be needed for future work.
 - ii. Somo village - SOMO met with Linda, Kristin and Pat Mundy from foundation. Inclusion of the school aligns with their vision for their community. We've sent some square footage space requirements and SOMO will work with their architect to see how we would fit in. Jessica is meeting with CRPUSD regarding possibility of opening an independent charter. Rohnert Park enrollment is increasing. Jessica is getting information on how we would transfer school to Rohnert Park (charter? what happens to reserves? bargaining unit? one charter with credo?) Per Linda, is it possible to do a downward charter, and keep Petaluma on the table and possibly do two schools)
 - iii. Prop 39 - if we take facilities from PCS, the admin fee goes up to 3% (from 1%)
 - iv. Messaging this to the community should be discussed in next board meeting

G. The Board will consider the following for approval

1. Declaration of need for fully qualified educators (Justin Tomola)
CF moved to approve, SI seconded; all in favor SI, JU, CF, KW, RB, SS

H. Board Development

1. Board Self-Evaluation/Performance Feedback (Robert Bunce)
 - o Linda has a list of questions from another board and we don't need to reinvent the wheel. Board should review prior to the next meeting.
2. August/September Board Retreat (Kristin Walter)
 - o Possible dates to be sent out via email.

I. Report on Closed Session

Nothing to report.

J. Topics for consideration for future board meetings

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

K. ADJOURNMENT

10:07 pm