



**Live Oak Charter School Board of Directors Retreat  
August 25, 2024 9am-8pm  
4100 Wake Robin Dr Glen Ellen, CA 95442**

**Relational Community Agreements:**

Examples:

- Ensure equity of voice, respect others.
- Give your full listening attention.
- Be open to challenge your own beliefs and ideas; Stay open to new ways of doing things.
- Success depends on participation – share ideas, ask questions, draw others out.
- Refrain from deriding other individuals' ideas. Strive to value all opinions.
- Avoid hidden agendas and springing any surprises on other members.
- Work in the interest of all students.
- Own your mistakes.
- Celebrate success – take time to recognize small steps or progress toward goals.
- Don't interrupt.
- Express gratitude and appreciation

**Operational Community Agreements:**

- Stay process oriented and solution focused
- Focus on an agenda item until it is resolved or until a specified time has been reached to resume the resolution process.
- Be brief
- Be prepared for board meetings by asking questions ahead of time and follow the "No Surprise Rule."

**Meeting Outcomes:**

- *Build community amongst our newly formed board.*
- *Build a shared understanding of our individual and collective role as board of directors of a school that is transitioning from an independent school to a dependent school.*
- *Create a time bound plan of action and identify next steps around implementing the strategic plan for the fall semester.*

**Pre Readings:**

- [West Ed Reading](#) - we will not be reading in entirety. Just pick a few sections to read.
- [Independent vs Dependant. A Quick Guide](#) - please read
- [Draft MOU with PCS from June 10,2024](#) - please read
- [What We Know About Partnering with PCS](#) - this is for reference and is the document we shared with the school
- [Draft LOI with PCS](#) -please read
- [Strategic Plan](#) - please review
- [Alliance Core Principles](#) - please read
- [Growing a Waldorf Inspired Approach in a Public School District](#). Pick a few sections to read.

**Meeting Roles:**

**Facilitator:**

**Note Taker:**

**Time Keeper:**

**Process Observer:**

Time	Topic	Activity	Action (Information, Discussion, Decision Making, Experiential Learning)	Next Steps (Who, What and By When)
9:00-10:00	<p><b>Opening Ritual</b></p> <p><b>KTC</b> <b>60 minutes</b></p>	<p><b>Welcoming Inclusion Activities</b></p> <ul style="list-style-type: none"> <li>● Mindful Minute</li> <li>● Review Outcomes and Logistics</li> </ul>	<p><b>Setting Our Space</b></p> <p><b>Information</b></p>	

		<p>Part 1</p> <ul style="list-style-type: none"> <li>• Create artistic expressions of your role as a director on the board; what are your hopes and dreams, your learning desires and your aspirations for Live Oak's school board this year.</li> <li>• Share the story of your artistic expression with the larger group.</li> </ul>	<b>Building Community</b>	
<p><b>10:00-11:45 AM</b></p>	<p><b>Engaging Activities and Strategies for each Discussion Topic</b></p>	<p><b>Collaboration, Learning, Sense Making, and Making Connections to Our Work</b></p>		
<p><b>10:00-10:40</b></p>	<p><b>KTC 40 minutes</b></p>	<ul style="list-style-type: none"> <li>• Learning Together through Text Based Discussion</li> </ul> <p><a href="#">West Ed- Fostering Collaboration between Districts and Charter Schools</a></p> <p>Read and Discuss text-share with a trio; what resonated with you, what wonderings do you have, and what connections can you make to our work ahead?</p> <ul style="list-style-type: none"> <li>• <a href="#">Dependent vs Independent Charter School</a></li> </ul>	<b>Experiential Learning and Discussion</b>	

10:40-11:25	KW 45 Min	<ul style="list-style-type: none"> <li>• Alliance for Public Waldorf Certification- <a href="#">Jigsaw</a>-</li> <li>• Review Letter of Intent and <a href="#">MOU</a> + <a href="#">LOI</a></li> </ul>	<b>Experiential Learning and Discussion</b>	
11:25-11:35	Revising CBA RB 10 min			
11:35-12:45	LUNCH	LUNCH	LUNCH	
12:45-1:30	KTC 45 minutes	<ul style="list-style-type: none"> <li>• Review <a href="#">Strategic Plan</a>/Ask Clarifying Questions</li> </ul> <p>Part 1</p> <p>Guiding Questions:</p> <ul style="list-style-type: none"> <li>→ Identify 3-5 themes. What are the themes of the strategic plan?</li> <li>→ What is the relationship between the themes in the strategic plan and the work to become a dependent charter school?</li> <li>→ Based on what you know, how would you prioritize the</li> </ul>	<b>Discussion</b>  <b>Discussion and Decision</b>	

<p><b>1:30-2:00</b></p>	<p><b>KW</b> <b>30 Minutes</b></p>	<p>BOD's areas of focus for the fall/spring semesters?</p> <p>Part 2</p> <p>Identify 2-3 areas of focus for the collective board for fall/spring semester. *VV Priority Discussion</p> <ul style="list-style-type: none"> <li>Review sub committee work. <u>Reflection:</u> Where do you locate yourself in the work? Identify who will take the lead, how will we share our work to the larger BOD and how will we have reciprocal communication with the larger school community about the work?</li> </ul>		
<p><b>2:00-3:10</b></p>	<p><b>KW</b> <b>70 min</b></p>	<ul style="list-style-type: none"> <li>Draft time bound plans of action and time bound next steps for fall semester.</li> </ul>	<p><b>Planning, and Decision</b></p>	
<p><b>3:10-3:30</b></p>	<p><b>Optimistic Closure</b></p> <p><b>KTC</b> <b>20 min</b></p>	<ul style="list-style-type: none"> <li>Reflections and Looking Forward</li> </ul> <p>Round Robin Prompts:</p> <p>“ What is my next step?”</p> <p>“ When is my next influential conversation and with whom?”</p> <p>“How will I bring joy to this</p>	<p><b>Reflection</b></p>	

		work?"		
<b>3:30-5:00</b>	<b>KW</b>	Collaborative Dinner Prep	<b>Building Community</b>	
<b>5:00-7:30</b>	<b>KW</b>	Celebratory Dinner and honoring Stacy and Jessica	<b>Building Community</b>	
<b>7:30-8:00</b>	<b>All</b>	Fun clean-up!	<b>Building Community</b>	

<b>_____ Date of Today's Meeting</b>	
<b>Attendees:</b>	
<b>Notes:</b>	