

LIVE OAK CHARTER SCHOOL
100 Gness 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
December 14, 2023
5:30pm

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/91574991820?pwd=WmVuSVhxZS9UdU43b3VNYmxGVnlnZz09>

Meeting ID: 915 7499 1820

Passcode: 987282

One tap mobile

+16694449171,,91574991820#,,,,*987282# US

+16699009128,,91574991820#,,,,*987282# US (San Jose)

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

5:35 pm

Justin Lipp asked to join remotely because he is sick. Approved unanimously

Kristina Tank-Crestetto asked to join remotely for health reasons. Approved unanimously

Present:

Stacy Ito, Board Chair

Jessica Umphress, Board Director

Kristin Walter, Board Director

Robert Bunce, Treasurer

Samantha Sheppard, Secretary

Justin Lipp (remote), Clerk

Kristina Tank-Crestetto (remote), Board Director

Linda Delgado, Executive Director

APPROVE THE AGENDA

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

A. Public Comment on Closed Session

No public comment on closed session

B. Closed Session

- a. Gov Code 54956.8 Conference with Real Property Negotiators (Kristin Walter)
 - i. Nothing to report

C. Open Session Starts

~6:02 pm

D. Public Comment on non-agenda items

No public comment.

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.

E. Reports

(Total Time 50 min)

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, budget discussion (Item G1)
2. Foundation Report (Stacy Ito)
 - a. October looks good; giving is up month over month and they are planning to speak at the winter assembly. There is no meeting for fundraising next month. The holiday party was good and a bit of a moneymaker, and the VIP session went well. At 43% participation as a school.
3. Director's Update (Linda Delgado)
 - a. Kindergarten enrollment is up for next year; we have a waitlist for both K2 and K1. Meeting on Monday to discuss splitting TK and K, as the age needs are very different. Class size limit of 22 is a board policy; 24 is in the CBA; state limit is 31. There is concern about getting 30 students in 1st grade based on 22 students in 1 year kinder; John recommends getting 1st year kinder to 24, and have 6 in TK. 25/26 TK class size limit is 20. Need to distinguish K2/K1 - change to TK to K to help John.
 - b. Enrollment - we do have some students going and others coming. We're at 95% ADA with Independent Study. School Performance Overview shows a number of standards not met, but the dashboard was wrong, and they are met. We are showing chronic absenteeism and we do have some kids who fall into this category, but we are working on it. Chronic absenteeism has been recognized as a trend at both the state and national levels.
 - c. Academic Performance and Engagement - we are above standard vs. California, but declined last year compared with the year prior.
 - d. Math - we are still above California, but would like to do better. Linda is working with Ms. Wigert to roll out her math program to a lower grade teacher, and then that grade teacher will teach it to another grade. Linda has been talking with the two teachers who are on maternity leave. According to our CBA, teachers on maternity leave are entitled to return to a full-time credentialed position within/up to 2 years from the start of their leave.
 - e. Facilities Team Update (Kristin Walter)

- i. We need to have a town hall with the community to update everyone on facilities.

F. 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.

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

1. Board minutes for November 16, 2023
2. Financials for November 2023
3. 2022-2023 Public Self-Insurer's Annual Report

G. The board will consider the following for review and approval (Total Time 60 min)

1. Approve First Interim Report for Fiscal Activity July 1 - October 31, 2023 and Budget Revision (John Azzizzi)

Staff Recommendation: *Approve*

Overview - This report is sent to district, state, and the board by Dec. 15th. It covers our real budget July 1-Oct 31 (we tend to include info to Nov 30), and updates the June budget with information (the real numbers) we now know.

State budget-there is a \$21M education deficit for this year, and next year's state budget is not looking good (may be on par with 2008/9 recession). Other issue for coming year is COLA - looking closer to 1% (not the projected 3-4%). State budget is coming out January 10th. In summary, California has a budget deficit, there are enrollment declines state-wide, COLA is declining and there are no more one time funds.

LOCS enrollment - down 8 students this year from projection and so we have an increase in the deficit over the 7/1 budget. If our enrollment is at 280+, our budget works.

We will likely have 17% reserve, which is the minimum (we can still cover salaries, as we have funding from property taxes, and only state payments are deferred). Concern about California Budget - requirement for our reserves is 5%, but that is inadequate to cover expenses if the government decides to defer. Everything runs off enrollment; we cannot afford to have enrollment losses.

If the state goes into deferrals, we have previously looked into loans at favorable rates, but interest rates are higher now.

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

H. The Board will consider the following for discussion:

No public comment

1. Draft Audit Report and Governance Letter for 2022-2023 Fiscal Year (John Azzizzi)
 - a. There is a state requirement to audit; reviewed draft audit and everything looks good.
2. Annual LOCS Parent Survey Preparation (Samantha Sheppard)
 - a. Recommendation to keep family survey in house, as the YouthTruth survey does not meet our needs. There is interest in having a student survey, particularly for the middle school students. Sam and Justin to work on the parent survey, gauge interest from faculty and foundation, include parties as desired, and report back in

January.

3. Objectives for Jan 23 Town Hall (Kristin Walter)
 - a. Will give update on facilities; what else would we like to update the community on? Ideas from board: funding, budget, enrollment, volunteer work days (plan now to announce it), invite the architect and the city manager; invite prospective families; reach out to orientation committee (new lease terms allows for use of Herzog hall with two weeks notice)
4. Strategic Plan update (Kristin Walter)
 - a. A request to Linda to re-engage with the faculty. Do we want to reinstate the board-faculty policy of attending each other's meetings? Yes. The faculty needs to have a summary of the strategic plan - Kristin to work with Linda on agenda for the meeting.
5. PS communication regarding teacher salary agreement (Stacy Ito)
 - a. Robert is looking to partner with Linda to develop communication to post on Parent Square. We need to share the status with the community.
6. Creating a working group to address questions regarding dependent vs independent charter, with admin & faculty (Kristin Walter)
 - a. What would it mean for Live Oak to be a dependent charter with PCS? We have done quite a bit of research, but it feels hypothetical. Ideally we should get a board member, faculty member and admin member. Linda recommends we get a ballpark on how the district schools are funded. Also, we should compare our union agreement with the PCS union agreement and answer questions the faculty would like to know. What would the admin office look like? What are we trading away? What positions, programs are eliminated going dependent? Linda recommends having faculty from each loop group; Linda will reach out to faculty.

I. Board Development

No public comment

1. Preparation for upcoming CBA negotiations 2024 (Robert Bunce)
 - a. Board needs to look at the CBA; Stacy to send out to the board. 2024 is a negotiation year and any articles can be opened; to discuss in January, with a lens on the projected upcoming funding deficits.
2. Board completion of Executive Director Evaluation (Robert Bunce)
 - a. Board should complete the ED evaluation that was sent via email soon if they haven't already.

J. Topics for consideration for future board meetings

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

K. ADJOURNMENT

9:15 pm