

**BLUE OAK CHARTER SCHOOL**  
**450 W. East Ave., Chico, CA 95926**  
**Charter Council**  
**Regular Meeting**

**Tuesday, December 6, 2011**

**APPROVED MEETING MINUTES**

1. **CALL MEETING TO ORDER**  
The Chair called the meeting to order at 5:04 pm.
2. **INVOCATION**
3. **ROLL CALL OF COUNCIL MEMBERS**  
Clair Hutkins Seda, Marc Kessler, Heather Altfeld, Talia Scherquist, Tighe O'Neil.  
Absent: Veronica Coates, Jeff Plotnick.
4. **AGENDA MODIFICATIONS**  
10.3 Tabled as requested by Linda.
5. **CLOSED SESSION**  
The Chair called the meeting into closed session at 5:08pm and announced the following items:
  - 5.1 Conference with Real Property Negotiators  
Property 450 W. East Av. Chico, CA  
Blue Oak Charter School/Leen Bro. Lease
  - 5.2 Public Employee Performance Evaluation [CA Code 54957(e)]  
Executive Director, Assistant Director, Business Manager.
6. **OPEN SESSION: 6:00PM**  
The Chair called the meeting into open session at 6:54 pm and announced that the Board took no action in Closed Session.
7. **AUDIENCE TO ADDRESS THE COUNCIL**  
No address made
8. **REPORTS**
  - 8.1 Administrative - Michael: attendance is down 9 from last month. K- 16, 18, 14, and 9. There are 57 kindergarteners. Tighe requested to know how many kindergarteners will be eligible for first grade 2012. Marc clarified that age cut off for first grade is determined by age which entered Kindergarten, then teacher recommendation and parent choice. Discussion took place about transition kindergarten. Benchmarks are moving along for where we expect them to score at this point. Marc shared that compared to last year, the benchmark scores are lower. Laurie shared that because of the reading issue, the lower grades were more stressed with the test. Kids with IEPs did not have accommodations, which was stressful for them (this issue needs to be sorted out). She shared that the experience was mixed, but not overall negative. Michael and Laurie are working on incorporating test taking strategies, etc to

help the kids for next year. Michael continued, Special Ed numbers are around 25. Our resource teacher is now going to be full time. 4 students will be assessed for Special Ed, which may push her over the limit (28/specialist). He has been working on our English Learner Plan and will bring a draft next month. The first Tech committee meeting only had one other member attend. Michael has such been doing the plan solo. A no skip policy will be put in place. SARC has been completed. The intercom system has arrived.

Laurie: Nurturing Heart curriculum training will take place next month. Water filters are being donated by community members and will be installed in the classrooms and outdoor fountains. Linda: Business office has been busy, lots of ordering and supplies coming in, especially for the reading program. Minor staffing changes, recruitment has begun for several positions. Audit is complete.

8.2 Parent Council Report – Tighe O’Neill: Claire attended and reported: discussion took place regarding the foundation. There are some concerns and confusion around the North Valley Community Foundation. Other concerns that were shared about traffic, parking, play structure being closed. Discussion has taken place about reducing the size of the PC to one rep per grade level.

8.3 Teacher Report – Jennifer Glennen, Shannon O’Laughlin: no teachers in attendance for a report.

8.4 Committee Reports

- Charter Review
- Capital Development: minutes sent out prior to meeting, next meeting will be Dec 15<sup>th</sup>.
- Academic Achievement: Meeting Dec 19<sup>th</sup> at 3:30.
- Finance: minutes sent out prior to meeting.

9. CONSENT AGENDA

9.1 Approval of March 9<sup>th</sup>; November 1<sup>st</sup> Minutes

9.2 SARC

9.3 BTSA–Memorandum of Understanding

9.4 Admissions Lottery Date

Claire moved to approve the Consent Agenda, Tighe seconded, motion carried by unanimous vote.

10. UNFINISHED BUSINESS

10.1 Admin. Staffing for 2012–13: Tighe reported that the committee has held two meetings and so far has discussed the proposed design is Business Manager, Principal and Education Director, all managed by an Executive Director. This is now moving into a job description perspective, where reporting would go, etc.

10.2 Facilities Expansion Plan: Linda reported that they met with the Architect. The result plan may not accommodate the new structure of the school (administration positions, classrooms, etc) but we do need to move forward on a build out. About \$200,000 would come out of fund balance for this endeavor. Faculty have not given much feedback about the proposed design. This item will be on the January Agenda. Tighe requested a list of needs to go with the drawing for the next meeting. An Admin committee was created to work on the

design for the build out. Laurie will facilitate and Tighe and Summer O’Neil volunteered to participate.

- 10.3 Teacher Salary Schedule Comparison: Tabled.
- 10.4 Independent Study Policy revision: Tighe moved to modify the independent Study Policy, Talia seconded, motion carried by a 3/2 vote. Heather directed the Administration to find out how many days are allowed for Independent Study.
- 10.5 Goal API 820– Status: Copies were sent to Board members previous to meeting. Marc asked about the Reading program. Laurie reported that more books are being ordered. Starting after break, homework bags are going home with the kids to read with parents, as their skills improve, they will be moved up in levels. Reading groups will start next month as well. Discussion took place about math. The Board commented that the teachers need foundational Waldorf methods training in math. Teacher studies are working really well and ZOOM trainings are taking place.

11. NEW BUSINESS

- 11.1 Adoption of 2011–12 Revised Budget: Scott from Charter Schools Management Corp and Linda presented the revised budget proposal. Tighe moved to approve the revised budget, Heather seconded, motion carried by unanimous vote.
- 11.2 Certification of First Interim Report: Scott presented. Enrollment, Attendance percent and projected dollars per ADA were requested to be included on future reports. Talia moved to approve the Certification of First Interim Report, Claire seconded, motion carried by unanimous vote.
- 11.3 Approval of 2010–11 Audit Report: Linda shared that we’re in a great financial position and our financial sheet balances. Talia moved to approve the 2010–11 Audit Report, Tighe seconded, motion carried by unanimous vote.
- 11.4 Approval of JB Landscapes Contract: Clarification that this was an at will bid. Talia moved to approve the JB Landscapes Bid. Claire seconded. Discussion took place about the Land Use Permit that states no motorized equipment on the weekends. Administration will communicate with JB Landscapes that we cannot blow leaves on Saturdays. Motion dropped with a 2(ayes)/3(nays) vote. The Board directed Admin to obtain two more bids and in the mean time have children who need activities during breaks to rake leaves. It is left to the discretion of the Administration to accept the best bid.
- 11.5 Consideration of Solar Bids: Claire moved to approve the Greenway Solar bid, Tighe seconded, motion carried by unanimous vote.
- 11.6 Main Lesson Review: Laurie presented an excellent overview of Main Lesson structure and purpose. The Board requested of Laurie to do more such presentations at future Board meetings.
- 11.7 Approval of CalPERS Business Partner Relationship: Tighe moved to approve, Heather seconded, motion carried by unanimous vote.

12. FUTURE CHARTER COUNCIL MEETING

- 12.1 Date of Next Regular Meeting January 3, 2011 6:00pm  
Agenda Items: Update of Admin staffing plan

13. COMMENTS FROM THE AUDIENCE

None made.

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14. COMMENTS FROM THE CHARTER COUNCIL  
None made.
15. ADJOURNMENT  
The Chair adjourned the meeting at 10:01pm.