

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

**Tuesday, August 2, 2011**

**MEETING MINUTES**

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1. **CALL MEETING TO ORDER**  
The Chair called the meeting to order at 6:06pm
2. **INVOCATION**
3. **ROLL CALL OF COUNCIL MEMBERS**  
Talia Scherquist, Heather Altfeld, Jeff Plotnick, Marc Kessler, Veronica Coates, Claire Hutkins-Seda, Tighe O'Neill
4. **AGENDA MODIFICATIONS**  
Linda requested to delete 8.4 stating that it was a non-issue.
5. **AUDIENCE TO ADDRESS THE COUNCIL**  
Jamie Grettum, mother of a first and second grader shared that she was part of a task force that focused on after care services. The task force recommended a stricter pre-pay policy for use of services and worked to create a registration process to streamline and safety policies. The task force received no feedback other than that the invoices were spotty. She wanted the board to know that the After Care Task Force did discuss the outsourcing of aftercare services and did not recommend it. Jamie offered to answer any questions when we arrive at that item. Shelia Moss, aftercare coordinator, also offered to answer questions.
6. **REPORTS**
  - 6.1 Administrative - Michael: 425 students signed up total for this coming school year (a record!). The lowest class is the 6/7 combo with 14 students, the second to lowest is the 2<sup>nd</sup> grade with 19 students. All others are between 26 and 28, except kindergarten, with 70 in total, 19, 17, 17, and 17. The Administration feels we can support 4 classes so they will move a head with this. Special Education IEPs are between 20 and 22, there are some variables at this point. Special Education services from Chico Unified staff have been assigned to our school, Joanna Allen, psychologist, speech pathologist is Leigh Pierce, and Ann Scott is the nurse. Parent Enrichment nights will be scheduled on the second Tuesday of the month. Michael shared a hand out outlining the Master Schedule for the school's curriculum studies. The CDD position update: paperwork has been screened and would like to do interviews next week. From 20 applicants they have 4 or 5 that they are looking at.  
Laurie: went to the Art Of workshop to support the two new 6<sup>th</sup> grade teachers. The Literacy grant that the school submitted a letter of inquiry for will have a focus on using movement in the lower grades to develop literacy. Laurie requested of the board to hire Barbara Warren as a Waldorf Consultant and Mentor, charges \$50/hour and provide housing as necessary. Laurie talked to her about coming one week/quarter to provide parent education and other resources for the school. Laurie requested to have her come for one week and

see how the feedback is and then reassess for the future. Laurie listed the advantages of having a consistent Mentor Teacher. Marc clarified that the Board already approved a budget for this program, Administration (working with faculty) then will follow thru with bringing the Mentor teachers to the school.

Linda: It has been an extremely busy month with transition to the new financial management company. The Payroll transition went smoothly.

6.2 Parent Council Report – Tighe O’Neill, no Parent Council meeting.

6.3 Teacher Report – Brainna Lee: All teachers have attended the Art Of, and everyone is getting ready for the school year.

6.4 Committee Reports

- Charter Review (Minutes were sent out with the agenda)
- Capital Development (Minutes were sent out with the agenda). Meetings are now on the second Thursday of the month at 5pm.
- Academic Achievement: Aug 20<sup>th</sup> Lunch at Heather’s house will be the first meeting and they will determine a regular meeting time.
- Finance (Minutes were sent out with the agenda)

7. CONSENT AGENDA

7.1 Approval of Meeting Minutes, July 5

7.2 Recommendations of Finance Committee:

7.2.1 Approval of Payroll Services Agreement

7.2.2 Approval of CSMC contract revision

7.2.3 Appointment of Parent Council Member to Finance Committee

Jeff moved to approve the consent agenda, Tighe seconded, motion carried by unanimous vote.

8. NEW BUSINESS

8.1 Parent Survey Results: A little over 12–15% of BO families responded. Jeff commented that the majority of the parents were K2 parents, in their second year and just about all mothers. Heather commented that the majority of the respondents were higher educated (37% Master’s/PhD). Brianna commented that that is representational of the majority of involvement of the parents, that the most parent involvement happens in the lower grades and then tapers off as the children get older. Survey Monkey was recommended for future surveys in addition to paper versions. Marc called for a list of improvements for next year.

8.2 Approval of write off of aftercare balance: As of today, Linda has an accounts payable of \$19,478 for aftercare services, about 15,000 of which will not be collectable. She recommends not bringing that over to the Blue Oak School’s books and would like to have it written off. \$47,126 was the total budget for Aftercare. Marc stated that solutions to this item will come in the next agenda item, this is the time to determine the net loss from the program. Tighe moved to approve the write off, Veronica seconded. Motion carried by unanimous vote.

8.3 Finance Committee Recommendation: Approval of MOU with CARD for aftercare services: Linda stated that she is the person responsible for this recommendation, and it is based on the historical financial problems around Aftercare. 2009/10 doubled the participants in Aftercare and increased the net loss from the program up to \$17,000. Linda described the intensive manual labor for staff that was involved with accounting and billing for the aftercare program. Linda introduced our guests from CARD who were in the audience, Monya Jamison, Superintendent for CARD, and Melissa Pasquale,

Senior Recreation Supervisor. Linda described that the Finance Committee would like to outsource aftercare to CARD. Melissa outlined what aftercare with CARD would look like. This includes a monthly contract with each family, and no drop-in program. Linda and Brianna explained that the drop-ins have been the source of the financial problems. The cost comes in at just about half of the current cost of our current program (Marc). Marc also stated that CARD wants to learn about Waldorf and use Waldorf elements in their program. Brianna asked about staffing, Melissa shared their hiring process. MWF for Kinder full day 175, T/R 145, and grades 1-6 MWF is 115, T/R \$85 (no program for 7<sup>th</sup> and 8<sup>th</sup> graders). An orientation would be offered, and other parts of the comprehensive process were described. Brianna and other parents in the audience discussed the impact of this type of change on our school's culture where there has not been a clear line about children who are not picked up on time after school. Jamie brought to the attention of the meeting that the issue of parents late to pick up their kids is not an aftercare or CARD issue, but it is an administrative issue that needs to be addressed. Heather and Veronica requested a program from 3 to 4 pm for 7<sup>th</sup> and 8<sup>th</sup> graders. Michael stated that there is a Homework Club. Marc explained that Dan was directed last year to establish an After School Program Task Force for cost benefit analysis. After discussion regarding the importance of formalizing the after school program/process, solving the financial problems, reducing the burden on staff, Marc called for a vote. Jeff moved to approve the MOU with CARD for aftercare services, Talia seconded. Tighe expressed concern that the CARD program may be more difficult for families. Brianna explained that she felt the BO aftercare program was abused by the casual nature of parents and their access of aftercare services. She explained that the faculty and administration have bared the burden of these services. Motion passed with a 5/2 vote.

8.4 Stipend for Aftercare services for BOS employees: Stricken

8.5 Finance Committee Recommendation: Free and Reduced Lunch Program: Marc explained that it would provided free and reduced lunches to over 55% of our kids. This will go out to bid. Charter schools are exempt from the policy regulating the sale of food to 30 minutes before and after school. However, all foods being sold on campus must have ingredients list be reported to administration. In order to meet other requirements, on Thursdays we will offer a "second chance" snack of bagels and cream cheese (for example). An additional form will be given to parents to participate. Heather moved to adopt the Free and Reduced Program, Veronica seconded, motion carried by unanimous vote.

8.6 Playground Safety Inspection Report and Repairs: Michael reported that the inspection reported a number of items. A preliminary list of repairs and an official inspection and report of the repairs will need to be conducted.

8.7 Approval of Updated Wellness Policy: Marc presented a document that outlined the additions to the Wellness Policy. Clair moved to approve the updated wellness policy, Veronica seconded. Motion carried by unanimous vote

8.8 Approve Asst. Director Laurie Kopping and BOCC Chair Marc Kessler as signers on all bank accounts. Jeff made the motion to approve Marc Kessler and Laurie Kopping as signers on all bank accounts. Tighe seconded, motion carried by unanimous vote.

8.9 Monthly Financial Statement: Linda presented the July Monthly Financial Statement.

8.10 Development of a Technology Committee: Michael shared that the upper grade (6, 7, 8) parents were concerned with the preparation their children were getting at BO to prepare them for research (etc) in high school. He expressed that this Committee

will carry out this mission with the utmost respect for the Waldorf pedagogy. A Tech policy could come out of this Committee. It was shared that technology in curriculum is a part of the Charter for 7<sup>th</sup> and 8<sup>th</sup> grades. This was determined to be an Administrative Committee.

10. FUTURE CHARTER COUNCIL MEETING
  - .1 Date of Next Regular Meeting - September 6, 6pm
  - .2 Possible Board Agenda Items: Heather requested of the Administration to develop a system for the 7<sup>th</sup> and 8<sup>th</sup> graders after school.
11. COMMENTS FROM THE AUDIENCE  
none.
12. COMMENTS FROM THE CHARTER COUNCIL  
none.
13. ADJOURNMENT  
The Chair adjourned the meeting at 8:38 pm