

**WOODLAND STAR CHARTER SCHOOL
REGULAR MEETING OF THE CHARTER COUNCIL**

Wednesday February 12th, 2020 at 6:30pm
Woodland Star Charter School (Main Hall)
17811 Arnold Dr, Sonoma, CA 95476

Woodland Star Charter School welcomes your participation at the School’s Charter Council (Board of Director) meetings. The purpose of a public meeting is to conduct the affairs of the school in public. We are pleased that you are in attendance and hope that you will attend these meetings often.

PUBLIC COMMENT GUIDELINES:

- This meeting will be conducted in accordance with the Brown Act, Government Code Section 54950 et seq.
- This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, please contact Jamie Lloyd, the School’s Administrator, at 707-996-3849 at least three business days before the meeting date.
- Agendas and informational packets are available to members of the public. These are also posted online at: <http://www.woodlandstarschool.org/charter-council-documents>
- **PUBLIC COMMENT INSTRUCTIONS:** The public may comment at board meetings. If you wish to speak, please fill out a “Request to Speak” form and hand it to the Board President. Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record.
 1. Items not on the agenda: Each speaker may speak for up to three minutes, with fifteen minutes total allotted for public comment on non-agenda items. Note that the Board cannot discuss items that are not on the agenda and will therefore not respond substantively to comments addressing such items.
 2. Items on the agenda: Before the Board begins its consideration of an agenda item, interested public will have the opportunity to comment on that particular item. Each speaker may speak for up to three minutes with thirty minutes total allotted for public comment on each agenda item. Note: once the Board begins its discussion, the item is closed for public comment unless the Board re-opens public comment.

If you cannot attend: Please submit your public comments in written form to any Charter Council member, or to the Charter Council mailbox in the main office, and your comments will be read during public comment by a council member. Please, no anonymous comments.

BOARD MEETING CODE OF CONDUCT <ul style="list-style-type: none">· Maintain open, respectful body language· Give your full listening attention· Stand in the other’s shoes· Use a normal tone of voice· Don’t interrupt· Use respectful language· Own your mistakes	<ul style="list-style-type: none">· Share the floor/air time· Take the high road· Monitor your inner thoughts· Give each other the benefit of the doubt· Don’t talk behind others’ backs· Express gratitude and appreciation
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Agendas are available to the public at the meetings, or online: <http://www.woodlandstarschool.org/charter-council-documents>. The agendas are posted online and at school 72 hours before every regular meeting. All meetings are conducted in accordance with the Brown Act, Governance Code Section 54950 et seq.

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AGENDA

Procedural (6:30 pm)

A. CALL TO ORDER

Meeting called to order by Board President at: ____6:44pm_____

Verse and Welcome:

*Imbue thyself with the power of imagination.
Have courage for the truth.
Sharpen thy feeling for responsibility of soul.*

B. ROLL CALL

Robert Stewart, Board President (Robert S) (HERE)
Brooke Sevenau, Vice President (Brooke S) (HERE)
Laela French, Secretary (Laela F) (HERE)
Katie Tomola, Board member (Katie T) (Here)
Robert Bucher, Board member (Robert B) (Here)
Aimee Landers Board member (Aimee L) (here)
Hilary Gruendle, Board member (Hilary G) (absent)

Present	Absent
x	
x	
	x
x	
	x
x	
x	

C. DESIGNATE A TIMEKEEPER FOR MEETING: Katie

Consent Agenda Items – adjustment of agenda, as needed (6:35 pm)

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board voting on them.

1. Minutes from previous meetings: January 22nd, 2020
2. Annual Classroom Enrollment Capacities for 2020-21
3. January Warrants and Expenditures
4. Agenda: Wednesday February 12th, 2020

Staff Recommendation: **Approve all consent agenda items**

Action:		Ayes:	4
Motioned by:	Robert	Nays:	0
Seconded by:	Brooke	Abstain:	1

Notes on vote above:

Communications (6:55 pm)

A. PUBLIC COMMENT (If a member of the public plans to speak during this time, please be sure to read the meeting guidelines on page 1 and fill out a “Request to Speak” form and hand it to the Board President. Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record. Note: The Board cannot discuss items that are not on the agenda and will therefore not respond substantively to comments addressing such items.

B. READ OFFICIAL CORRESPONDENCE (if any):

Information Items - Reports and other items scheduled for information & discussion (7:25 pm)

- **Ed Foundation** – Jessica Dennen (10 min)
 - Teachers are receiving Family Giving updates so they can be proactive with parents
 - Contacted Heloisa about monthly family giving report but no word yet
 - Auction will be on 3/21; tickets are \$100; need wine and champagne contacts; bigger items are needed
 - Family Giving is at \$54,500
- **Business Manager** – Janis Lynne (10 min)
- **Admin** – Jamie (15 min)
 - Had a school tour; went well
 - Kinder open house went well; great presentation
 - We’re at 255 for enrollment
 - Starting hiring process for first grade teacher
 - Jamie giving SVUS update at 3/3 board meeting
 - Website is not live but close
 - Employee Handbook being update to include insurance benefit and roll-over sick days
 - Added a new substitute to list
 - Waldorf at Weil went well – great performance by 7th grade
 - Assistant in 5th grade changing
 - Resig signed off on safety plan; installing posts near ramp in front to keep clear
 - Facilities – surveys were completed
- **School Sponsored Field Trip Policy (Vote) –(10min)**
 - Board discussed; took out language about out of state and added a distance
- **Draft 2020-21 School Calendar Jamie (5 min)**
 - Calendar is in draft; still needs tweaking and input; have to include more days to account for possible smoke days
- **Board Development** – Robert and Katie (15 min)
 - Open Board Seats – had a potential board member visit meeting; Barbara Fitzsimmons
 - Might permanently remove extra seat; would need to change by-laws
 - Charter Council Visioning Retreat
 - Still think we need a facilitator and a retreat to help board under role, responsibilities and community education about board
- **Administrator Evaluation Process** - (Robert) -15 min
 - Robert shared a sample evaluation
 - Decided to work on a solid job description
 - Next steps: Update admin job description by looking at other peers and evaluations
 - Jamie will use as a self evaluation
- **LCAP Review** – Jamie (10 min)
 - See the LCAP 2020 process; includes survey after Feb break beginning of March
- **Strategic Planning Discussion and Vote** – Robert/Jamie (5 min)

- Faculty – need to add social- emotional learning goal
 - As a board – need to start process earlier in Sep/ Oct
 - Need to make all goals consistent for each group – the HOW needs to be outlined
 - Aimee with work with Rob to update for faculty
- **Faculty** – Rob B./Aimee (5 min)
 - Teresita talking about EL and ways to improve silent reading at home
 - For all, how to promote silent reading
 - Fund a Need – faculty wants to enhance specialty programs with new equipment
 - Have a new format for child study
- **Parent Association** – Brooke S. (5 min)
 - Cancelled meeting for Feb
 - Going well overall but challenged by OnePlanet and how to do well without being more of a burden
- **One Planet** – Aimee L. (5 min)
 - Recology came and did presentations; brought compost bins
 - Need to develop a Green Team (older students)
 - First walking bus happened in January; will do last Friday of each month

Items Scheduled for Action and Discussion

1. **Consider approval of: Strategic Planning Goals – DELAYED to MARCH**

Staff Recommendation: **Approve.**

Action:		Ayes:	
Motioned by:		Nays:	
Seconded by:		Abstain:	

Notes on vote above:

2. **Consider approval of: School Sponsored Field Trip Policy**

Staff Recommendation: **Approve.**

Action:		Ayes:	5
Motioned by:	Katie	Nays:	0
Seconded by:	Hilary	Abstain:	0

Notes on vote above: Approved with idea that some tweaks could still be made

Recess to closed session

Reconvene and ratify closed session decisions

Items for next meeting agenda:

- Vote on new board member?
- Update by-laws to change number of board members?
- Strategic Goals

Items for a future meeting agenda:

1. Social Emotional Learning
2. Employee Benefits: Medical Options
3. Employee Benefits: PTO roll-over review

Next regular meeting:

March 11th, 2020

Closing Verse:

“A healthy social life is found, when, in each individual, the whole community finds its reflection, and when, in the community, the virtue of each one is living.”

Adjourn meeting at: 9:40pm