

**WOODLAND STAR CHARTER SCHOOL  
REGULAR MEETING OF THE CHARTER COUNCIL  
November 18<sup>th</sup>, 2020 | 6:30 pm - MINUTES**

**Location:** Zoom Meeting

<https://zoom.us/j/85631685746?pwd=bWlrb0VrVFBlOUFNNmp1T2dyeGU4UT09>

Meeting ID: 856 3168 5746 | Passcode: 2brR4a | Call in +1 669 900 6833 US

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.

<b>BOARD MEETING CODE OF CONDUCT</b>	
<ul style="list-style-type: none"><li>• Maintain open, respectful body language</li><li>• Give your full listening attention</li><li>• Stand in the other’s shoes</li><li>• Use a normal tone of voice</li><li>• Don’t interrupt</li><li>• Use respectful language</li><li>• Own your mistakes</li></ul>	<ul style="list-style-type: none"><li>• Share the floor/airtime</li><li>• Take the high road</li><li>• Monitor your inner thoughts</li><li>• Give each other the benefit of the doubt</li><li>• Don’t talk behind others’ backs</li><li>• Express gratitude and appreciation</li></ul>






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.

**November 18<sup>th</sup>, 2020 | 6:30 pm - AGENDA**

**Procedural (6:30 pm)**

A. CALL TO ORDER

Meeting called to order by Board President at: 6:37pm

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)
- Brooke Sevenau**, Vice President (Brooke S)
- Laela French**, Secretary (Laela F)
- Katie Tomola**, Board member (Katie T)
- Deborah Zitrin**, Board member (Deborah Z)
- Aimee Landers** Board member (Aimee L)
- Barbara Fitzmaurice**, Board member (Barbara F)

Present	Absent
x	
x	
	x
x	
x	
	x
x	

C. DESIGNATE A TIMEKEEPER FOR MEETING: Deborah

**Consent Agenda Items (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. Regular Meeting Agenda: November 18th, 2020
2. Special Meeting Minutes: November 13th, 2020
3. October Warrants and Expenditures

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

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

Notes on vote above:

**Communications (6:45 pm)**

1. 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.)
2. READ OFFICIAL CORRESPONDENCE (if any):

## November 18<sup>th</sup>, 2020 | 6:30 pm - AGENDA

### Information Items - reports and other items scheduled for information & discussion (7:00 pm)

#### 1. **Ed Foundation** – Rachel (10 min)

- Virtual Gala went well; 44 attendees
  - All donations were put into Bidding for Good
  - \$13,000+ raised so far but 4 days left
  - Pick up will be up items on 12/4 and 12/12 during 3 hour windows
  - All items will be mailed by Christmas
- Read-a-thon went really well – Total raised= \$18,661
  - Created a different format; more prizes/ recognition due to circumstances
  - Recognizing 17 students who read over 1,000 pages
  - Student who read most pages, class who read most pages, students who made the fundraising goal
- Grants
  - There are two grants in Sonoma Valley we are looking into applying for (related to COVID) (Impact100 and XXX)
  - The second grant needs to be specific to COVID so Ed Foundation is looking for ideas from Board
- Family Giving – We're at about 50% participation at \$23,200

#### 2. **Business Manager** – Becky Traum (5 min)

- Updated budget
- They may freeze the ADA again for the following year is now 242
- Qualified for 5 air purifiers (big and quality) from the CARES Funding, Racheria Grants
- Applied for a grant from SCOE for technology (for hotspots \$3300)
- Spent a lot of time working on application to forgive PPP Loan, will find out in 60 days
- Completed the employee handbook
- Working on the parent handbook
- Completed the site readiness for COVID protocols
- 

#### 3. **Student Services Salary Schedule** - Becky Traum (10 min) – VOTE

- In October meeting, the salary schedule had not been updated since
- Brought it to the admin/ finance committee and consulted with other schools
- Committee said do a COLA 5% increase (\$3300) across board for this full school year; then review so it's aligned with like schools and community
- One school offers \$5K more than the salary, the rest pay the same as certificated salaries

#### 4. **Special Ed. Dir. Salary Sched. Adj. for STRS** – Becky (5 min) – VOTE

- There is an issue with student services director and teacher in the system; takes months to get this corrected every year
- Need a vote from board to place a new cell (for a combined total) on the salary schedule for reporting purposes only
- Will only be needed for as long as employee is working

#### 5. **Reopening Plan Information Update** – Becky & Jamie (10 min)

- Need to post it as a draft
- Met with the MBA meetings on Wednesdays
- Novato and Stonebridge opened, phased in approached worked well

- Base the plan on tier color; once in red, need to stay for two weeks, school can open after two more weeks (so 4 weeks from change to red tier)
- Kinder first week, then 1-2, then 3-5, then middle school last
- Will need to spend money to reopen
- Computers were purchased for all classrooms (except kinder)
- Kinder teachers from all Waldorf charter schools met together to share reopening experiences/ share notes

6. **Admin. Eval. Update** – Robert/Chip (10 min) – (Chip not present)

- Marika, Marianne, Robert, Barbara, Katie, Brooke will be the admin eval committee
- Survey has been created
- Being sent to staff, parent association, admin will do a self-eval – broad net
- Will not be anonymous but only seen by Robert and Barbara
- Survey due date is Monday, Dec 7
- Goal is to have this eval completed by March

7. **Hiring Update** – Jamie (5 min)

- 7<sup>th</sup> grade teacher was announced on Saturday (11/14)
- There is a meet & greet with teacher
- There are concerns about technology, connecting with the class, what if this is not a good fit
- Hiring process for next year 2021-2022
  - Plan to send letters of intent in December, which is earlier than usual, due in January
  - Try to have hiring complete by April in ideal
  - Marika Shmoni, Sallie Romer, Kathy Darcy, Katie Tomola, and one other board member
  - Candidate will be screened for minimum qualifications
  - All current teachers are Waldorf trained or in process; hope to keep that
  - Brought to charter council as an announcement; then offered
  - Dec- Jan procure candidates, interview in Feb/March, offer in April
  - What's the communication plan or process on how/ when to keep searching for candidates?
- Need to revisit hiring in a future meeting related to recruitment, policy, and documentation

8. **Admin Report** – Jamie (10 min)

- See admin report – separate document

9. **Faculty** – Deborah/Aimee (5 min)

- Teachers are very concerned about students who are not accessing class online; reaching out
- Students are having technology issues
- Teachers/ parent association are possibly doing a winter spiral
- Concern about going back
- Haven't discussed vaccination;

10. **Parent Association** – Brooke S. (5 min)

- Fatigue is real for everyone; kids are not thriving, doing the best they can
- Life and heart of the school lives on; desire to be connected (do the winter spiral)

**Items scheduled for action and discussion**

**Consider Approval of: Student Services Salary Schedule**

Staff Recommendation: **Approve**

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

Notes on vote above:

**Consider Approval of: SPED Dir. Salary Sched. Adj. for STRS**

Staff Recommendation: **Approve**

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

Notes on vote above

**Recess to closed session**

**Reconvene and ratify closed session decisions**

**NEXT REGULAR MEETING: December 16, 2020**

**• Items for next meeting agenda:**

- Impact100 COVID related grant needs
- Teacher Hiring Process Review
- Internal Teacher Candidate Hiring/ Reassignment
- First Interim Budget

**• Items for future agenda:**

**• 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.”*