

**WOODLAND STAR CHARTER SCHOOL
REGULAR MEETING OF THE CHARTER COUNCIL
October 21st, 2020, 6:30pm**

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.

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.

October 21st, 2020, 6:30pm - AGENDA

Procedural (7:45am)

A. CALL TO ORDER

Meeting called to order by Board President at: 6:35pm

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 (7:45am)

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 Minutes: September 9th, 2020
2. Special Meeting Minutes: September 30th, 2020
3. Special Meeting Minutes: October 2nd, 2020
4. Regular Meeting Agenda: Wednesday October 21st, 2020
5. September Warrants and Expenditures

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

Action:		Ayes:	6
Motioned by:	Aimee	Nays:	0
Seconded by:	Katie	Abstain:	

Notes on vote above:

Communications (7:45)

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):

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Information Items - reports and other items scheduled for information & discussion

1. **Ed Foundation** – Rachel (10 min)
 - Read-a-thon raised \$11,000 so far, hoping for at least \$15k
 - 8th grade is leading, reading is now done
 - Virtual gala will be on 11/7
 - Raised \$5100 from 2020 donated ticket sales
2. **Business Manager** – Becky Traum (5 min)
 - Spent \$44k out of \$111k from the learning loss funds, most of it on materials and equipment
 - Working on employee handbook, particularly on health insurance policy
 - PPP Loan – expecting it to be forgiven
 - Audit – Almost complete; auditors keep asking about LCAP which is not required in 2020 due to pandemic
3. **Student Services Salary Schedule** - Becky Traum (10 min)
 - Salaries had not been changed or updated; so updating to be in line with current salary schedules in district
4. **Reopening Plan Information Update** – Becky & Jamie (10 min)
 - SVUSD announced their reopening plans; will not open before Jan 4
 - Dependent on virus and improvement into red tier
 - Plans to open at first for at-risk students only and then phase in other audiences
 - Novato opening in a phased approach
 - First kinder only (8:40-12:25pm)
 - Two weeks later grades 1-2; two weeks later grades 4-5
 - Stonebridge opening next Monday (10/26) in a phased approach
 - first kinder, then other grades
 - Faculty at WSCS has started talking about reopening – lots of fear and concern
 - Will continue discussing and a survey to parents is planned
 - Still considering the hybrid models (2 days on/ off vs 1 week on/ off)
 - Looking into contact tracing, how to check symptoms, what equipment is needed
 - How do we keep teachers safe (those who cross different grades/ classes)
 - Everyone (staff) has to be tested every two months
 - For students not in class , can do simultaneous video streaming instruction
5. **2020-21 Calendar Modification** (October 30th, regular school day) – Becky Traum (5 min) – VOTE
 - One change proposed to make Oct 30 a regular school day instead of a prof development day for teachers
6. **SED Monitoring Special Education** – Holly (10 min)
 - State of CA has asked school to determine root cause of academic results
 - Draft is due 11/1
 - Once drafted goes to El Dorado for review; needs to be submitted by 11/15
 - One of biggest root causes relates to the 2017 fires; lots of data shows displacement of students and staff
 - Also, the SBAC was taken on computers for the first time
 - School was flagged due to low test scores on SBAC for special ed students

7. **Admin Job Description + '20/21 Contract** – Robert/Chip (15 min) – VOTE
 - Updating admin job description so it's more detailed and representative of admin's true role
 - Reflects changes to admin structure with addition of business manager
 - Some additional work needed to create board policies so there are proper checks and balances

8. **Administrator Evaluation Process and Timeline** – Chip (15 min) – VOTE
 - With the updated job description, board is also updating the evaluation process and timeline so it is in line with the duties described and done in a timely manner
 - Each evaluation in future will be a review from Feb – November time period
 - As part of the new process will create a administrator review committee, on which three board members will participate (board president, a parent board member, and community member, in addition to members of the parent community) to review survey data, summarize and propose recommendation as part of the committee

9. **Hiring Update** – Jamie (5 min)
 - Close to a hiring recommendation but cannot provide an update yet

10. **Admin Report** – Jamie (10 min)
 - To participate in El Dorado SELPA need to sign participation agreement
 - Question about board's liability (board's role mentioned on page 55)

11. **Faculty** – Deborah/Aimee (5 min)
 - Spent a long time discussing return to school in January
 - Some staff are afraid of virus
 - No agreement on which format to use for return
 - Good spirits but fatigued

12. **Parent Association** – Brooke S. (5 min)
 - From the PA, teachers are doing an amazing job
 - Parents are struggling and tired
 - Low participation on the parent association meetings; only 4 attended last time

Items scheduled for action and discussion

Consider Approval of: October 30th, Regular School Day

Staff Recommendation: **Approve**

Action:		Ayes:	6
Motioned by:	Katie	Nays:	0
Seconded by:	Barbara	Abstain:	

0

Notes on vote above:

Consider Approval of: Administrator Evaluation Process and Timeline

Staff Recommendation: **Approve**

Action:		Ayes:	7
Motioned by:	Aimee	Nays:	0
Seconded by:	Katie	Abstain:	

Notes on vote above

Consider Approval of: 2 Charter Council reps for Administrator Review Committee

Staff Recommendation: **Approve**

Action:		Ayes:	7
Motioned by:	Robert	Nays:	0
Seconded by:	Barbara	Abstain:	

Notes on vote above

Consider Approval of: Approve Administrator Job Description

Staff Recommendation: **Approve**

Action:		Ayes:	6
Motioned by:	Barbara	Nays:	0
Seconded by:	Deborah	Abstain:	

Notes on vote above:

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Recess to closed session (8:50pm) – (*DID NOT NEED CLOSED SESSION*)

PUBLIC EMPLOYEE APPOINTMENT (Gov. Code section 54957(b)(1).)

Title:

1. Administrator
2. Educator

Reconvene and ratify closed session decisions

NEXT REGULAR MEETING: November 18, 2020

• Items for next meeting agenda:

- Reopening Plan
- Admin Evaluation survey questions

• Items for future agenda:

- Social Emotional Learning Plan 2020-21
- Employee Benefits: Medical Options
- Employee Benefits: PTO roll-over review
- Master Plan

• Closing Verse: