

**WOODLAND STAR CHARTER SCHOOL
REGULAR MEETING OF THE CHARTER COUNCIL
January 13th, 2020 | 6:30 pm - MINUTES**

Location: Zoom Meeting

<https://zoom.us/j/85631685746?pwd=bWlrb0VrVFB1aUFNNmp1T2dyeGU4UT09>
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.

<p>BOARD MEETING CODE OF CONDUCT</p> <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/airtime • 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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Procedural (6:30 pm)

A. CALL TO ORDER

Meeting called to order by Board President at: 6:30pm

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: January 13th, 2020
2. Meeting Minutes: December 16th, 2020
3. December Warrants and Expenditures

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

Action:		Ayes:	6
Motioned by:	Deborah	Nays:	
Seconded by:	Laela	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):

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

1. **Ed Foundation** – Rachel (10 min)
 - Thinking of running a 5K fundraiser
 - Open to community, anyone
 - Fundraising from registration fees, not usual peer-peer requests for donations
 - No emphasis on amounts raised by class
 - Family Giving seems stable; at \$36,000 before January; about 50% of goal
 - Sonoma/ Glen Ellen Markets have a Script program – 4% back

2. **Business Manager** – Becky Traum (10 min)
 - Received January proposed budget
 - New calculator released but not sure yet what it means for schools
 - Grant is available to open (incentive for opening, but no negative consequences if not) or certain grades for COVID types of expenses
 - There will be an additional \$4 million available for grants
 - 2021-22 Prop 98 money, increase of \$14 billion; we're at about \$18,800
 - Planning to do a COLA for next year
 - Continuing to do retirement buy-downs, PIRS 23%
 - In person instruction is planned as method for instruction
 - Include employer sponsored benefits
 - Still have \$20K left from CARES fund
 - Set up a new retirement benefit – a 457 plan
 - Working on updates to new hire packet and employee handbook
 - Second interim report is due
 - Accepted into the Charter School CBO Training

3. **Contract Rider for Sonoma County, Curative Inc** – COVID testing (Becky and Jamie) – (10 min)
 - Not discussed; removed from agenda

4. **El Dorado Charter SELP Participation Agreement 2020-21** – Holly (5 min) – Vote
 - Special Education Local Plan Agreement (SELPA)
 - Our school took responsibility for our special education program and El Dorado is our associated charter

5. **Admin Report** – Jamie (10 min)
 - See attached Admin Report
 - Special notes highlighted:
 - We will have an LCAP this year 2020-2021, but not sure timeline yet
 - CAL-OSHA: Need to have a COVID-19 prevention plan to protect employees before reopening
 - Third grade teacher is retiring so will be hiring for 4th grade; Second grade teacher

is leaving so will be hiring for 3d grade

- Current enrollment is 235; max can be 260

6. **Master Plan Update** – Jamie (10 min)

- Three of our portables are not DSA approved; need to be approved before moving forward
- Will probably lose the main office building
- Will likely not move the middle school campus

7. **Reopening Plan Update** – Jamie (10 min)

- Did convene the reopening planning committee
- Planning to use self-administered tests
- Have work to do with scheduling; specialty will likely do remotely

8. **Classroom Enrollment Caps 2020-21** – Jamie (5 min) – Vote

- Caps are set and same as previous year (30 per grade class and 18 per kinder)
- Try to keep kindergarten half younger and half older

9. **Internal Teacher Candidate Hiring/ Reassignment** – Jamie (15 min)

- New draft of a procedure that outlines internal teacher candidate hiring and reassignment
- Concern for retaining teachers; want to retain teachers and not necessarily need to run a full hiring process for grades except 1st
- Special Ed Director and Operations Manager positions need to be approved by the board; both are special positions that report to the board regularly

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

- Lot of concern about getting the vaccine
- Lot of discussion about MLK Day; how to discuss with students
- SEP plan- how to address state testing expectations; frustrating to teachers
 - Creating testing language so they know what the tests are asking

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

- Very low turn-out and low engagement
- Thinking about May Day and how to build community

Items scheduled for action and discussion

Consider Approval of: Classroom Enrollment Caps 2020-21

Staff Recommendation: **Approve**

Action:		Ayes:	7
Motioned by:	Aimee	Nays:	
Seconded by:	Brooke	Abstain:	

Notes on vote above:

Consider Approval of: El Dorado Charter SELP Participation Agreement 2020-21

Staff Recommendation: **Approve**

Action:		Ayes:	7
Motioned by:	Deborah	Nays:	
Seconded by:	Laela	Abstain:	

Notes on vote above

Recess to closed session

Public Employee Performance Evaluation (§ 54957) ⇒ Title: Administrator

Reconvene and ratify closed session decisions

NEXT REGULAR MEETING: February 10th, 2021

Items for next meeting agenda:

- Teacher and Staff Hiring and Assignment Policy
- Master Plan
- Reopening Plan
- LCAP Timeline
- 2021-2022 School Calendar
- Hiring Update
- Public Employee Performance Evaluation (§ 54957) ⇒ Title: Administrator

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.”