

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

January 12<sup>th</sup>, 2022, 5:00 pm  
17811 Arnold Dr, Sonoma, CA 95476 in Main Hall

**MINUTES**

**Procedural (5:00 pm)**

A. CALL TO ORDER

Meeting called to order by Board President at: 5:07 pm

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

Present? (Mark Y/N)

Y **Robert Stewart (RS)**, Board President (Board appointed)

Y **Seth Olyer (SO)**, Vice President (Parent body elected)

N **Brooke Sevenau (BS)**, Board member (Board appointed elected)

Y **Sonia Mendoza (SM)**, Board member (Parent body seat, Board appointed for remainder of 2022)

Y **Bill Kobabe (BK)**, Board member (Faculty elected)

Y **Barbara Fitzmaurice (BF)**, Board member (Community Board appointed)

Y **Joan Baugh (JB)**, Board member (Faculty elected)

**Vacant**, (Parent body elected)

**Vacant**, (Parent body elected)

Guests: Caroline Hopewell, Rebecca Traum, Rachel Jones (via Zoom), Rene Hoffstader, Katie d’Gullio,  
Monica Conway

C. DESIGNATED TIMEKEEPER FOR MEETING: SO

DESIGNATED NOTETAKER FOR MEETING: BK

**Consent Agenda Items – adjustment of agenda, as needed (5:06 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. Warrants and Expenditures: December 2021
2. Regular Meeting Minutes: January 12<sup>th</sup>, 2021

3. Agenda: December 15<sup>th</sup>, 2021

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

Action:	Approved	Ayes:	6
Motioned by:	SO	Nays:	
Seconded by:	BF	Abstain:	

Notes on vote above:

**Communications (5:10 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.

1. READ OFFICIAL CORRESPONDENCE (if any):

**Information Items - Reports and other items scheduled for information & discussion (5:30 pm)**

- **Student Services Dir., Monica Conway Report** – Monica (10 min)
  - Staffing currently at 1 FT, 1 ½ time. Should be 2 full time, and next year this will be even more necessary. Monica is filling in the gaps, but this is not sustainable.
  - Huge backlog of IEP meetings, particularly time-consuming, tri-annual meetings that determine continued eligibility and require copious testing and evaluation. There are 8 of these underway.
  - Current case load is 14 students.
  - 4 students will be ageing out of our program at the end of the year.
  - **Speech caseload is 13**
  - **OT case load is 6**
- **El Dorado SELPA Participation Agreement** – Monica (5 min) **VOTE**
  - Although no action is formally required since our contract automatically rolls over, it is desired that we vote to approve our annual re-commitment to this provider on a yearly basis *pro forma*. This vote confirms our participation for the current year, which began in August 2021.
- **Educational Foundation Report** – Rachel (10 min)
  - Family giving follow up and recruiting is underway. Contacting all non-contributing parents individually
  - Five classes have 75% or more participation
  - \$31K pledged, expecting more, hope to reach \$50K
  - AUCTION: April 30: Promotional materials are being distributed widely. Tickets expected to cost \$75-80
  - Looking into staff discount for spouses or partners
- **Business/Operation Manager Report** – Becky (10 min)
  - Many of our accountability reports are being changed by state and locals: New formats, new categories, and extra work to learn and complete them. Happily, geared up SCHOOL PATHWAYS SIS is helping to automate some of this work.
  - Second Intrim Financial Report being prepared now, deadline approaching.

- **Student Accountability Report Card Report (SARC) – Becky (5 min)**
  - Lots of information, mainly demographic info in many categories requested, feeds into our CA SCHOOL DASHBOARD online accountability
- **Covid Policy Update – Becky (15 min)**
  - **39** infected or in quarantine today. Affecting every grade due to exposures.
  - **3** onsite exposures confirmed but all continue to test negative
  - **Up to date** officially replaces **Fully Vaccinated**, with new guidelines as well: Boosters required to meet up2date mandate.
  - **Guidelines** Continue to shift constantly: N95 Masks mandated but almost impossible to find.
- **8<sup>th</sup> Gr. Field Trip Funding for 2021/22 – Caroline (15 min)**
  - No action is required: Policy is already in place to fund this trip if it does happen.
  - See the policy for estimate of current cost, estimated at \$9400
- **AB 361 Reform, Move Board Meetings Online – Robert (10 min) VOTE**
  - Discussed the potential use of online CC Meetings if Covid conditions continue to deteriorate, and it seems unsafe to meet in person
- **Board Appointment – Robert (5 min)**
  - Katie and Renee have expressed interest. Open seat has a term that ends in June.
- **Shift Kinder, 1<sup>st</sup> & 2<sup>nd</sup> gr. to full time hours in 2022/23 – Caroline (10 min)**
  - There is a feeling that, by not offering a full day, enrollment is being affected. Are we repelling families who need school until 3pm? This action affects KG, 1 and 2. Looking at this idea, but no proposal yet. There is a concern about impact to local traffic patterns.
- **Hiring Committee – Caroline (10 min)**
  - Ads are up, awaiting applications: Seth and Brooke have expressed interest
- **Executive Director Report – Caroline (10 min)**
  - There have been some new students arriving
  - Enrollment outreach to community is underway
  - Intent to return forms have gone out
  - There will not be any woodworking this year
  - Holiday Giving Tree helped 13 families with practical assistance
  - LACP: We had hoped to reduce truancy and increase our ADA by 20% this year. Recent surges of Covid have smashed that intention to bits
  - LACP also set goals tied to intervention, tutoring, and literacy. Making progress towards those goals, scores are rising
  - Combined KGs are doing well, perhaps better than before socially
- **Faculty Report – Bill (5 min)**
  - Only 1 meeting since Dec Board mtg., no report
- **Parent Association Report – Brooke (5 min)**
  - No report this month

**Items Scheduled for Action and Discussion**

**Consider approval of: El Dorado SELPA Participation Agreement**

Staff Recommendation: **Approve**

Action:	Approved	Ayes:	6
Motioned by:	RS	Nays:	
Seconded by:	SO	Abstain:	

Notes on vote above:

**Consider approval of: AB 361 – Shift to online Board Meetings**

Staff Recommendation: **Approve**

Action:	Approved for future use, as needed due to safety	Ayes:	6
Motioned by:	RS	Nays:	
Seconded by:	SO	Abstain:	

Notes on vote above:

**Recess to closed session**

**Reconvene and ratify closed session decisions**

**Items for next meeting agenda:**

- LCAP
- Admin Eval. process & timeline
- Kinder, 1<sup>st</sup> & 2<sup>nd</sup> grades shift to full time (VOTE)
- Enrollment Caps (VOTE)
- Intent to Return Forms

**Items for a future meeting agenda:**

**Next regular meeting:**

February 9<sup>th</sup>, 2021, 5 PM

**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:**

7:11 pm

Administrator Review Committee makes final adjustments as needed. Agreed upon goals are signed by the Administrator and included in his/her confidential personnel file.

**Wednesday, February 10** – In Closed Session, Charter Council Chair shares the finalized new Administrator goals and objectives with Charter Council for formal approval.

*(Note: The formal approval of new Administrator goals and objectives represents the completion of the current review cycle and the starting point for the next.)*

###