

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

February 9<sup>th</sup>, 2022, 5:00 pm  
17811 Arnold Dr, Sonoma, CA 95476 in Main Hall

**MINUTES**

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 Caroline Hopewell, the School’s Executive Director, 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></ul>	<ul style="list-style-type: none"><li>· Share the floor/air time</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><li>· Own your mistakes</li></ul>
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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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**MINUTES**

**Procedural (5:00 pm)**

A. CALL TO ORDER

Meeting called to order by Board President at: 5:00 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)

Y **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)

N **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)

- C. DESIGNATED TIMEKEEPER FOR MEETING: BS  
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: January 2022
2. Regular Meeting Minutes: January 12<sup>th</sup>, 2022
3. Agenda: February 9<sup>th</sup>, 2022

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

Action:	Approved	Ayes:	6
Motioned by:	SO	Nays:	
Seconded by:	BS	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)**

- **Educational Foundation Report** – Rachel (10 min)
  - Still reaching out for family giving, individual calls bilingually, pledges now at 69% which matches our pre-covid numbers. Some gifts quite small.
  - Second grade now at 90%
  - Auction Asks defined: 5 bottles of Wine, class gift, merchant donations, gift cards or similar, vacation stays.
  - Still looking for entertainment, small budget for this
  
- **Business/Operation Manager Report** – Becky (10 min)
  - 2 covid positives detected on campus (1/21 and 2/8), no onsite transmissions known. Still lots of testing going on, but it’s slowing down
  - Masking becoming an issue, both sides (more and none) making more inquiries about what come next
  - Exposure rules and quarantine requirements have been modified again, with a new relaxing of the rules expected next week
  - SARC Report almost completed. See last month’s notes for details
  - Budget and Attendance rules being examined at the State level. We might get some relief for lost ADA indexed funding and attendance oversight
  
- **WSCS Audit Update** – Becky (15 min)
  - The audit is complete and no issues were detected
  
- **LCAP Supplement** – Caroline & Becky (10 min)
  - Working on accountability report attached to extra funding received for learning loss mitigation specific categorical funding. This funding was targeted to our two LCAP Goals: Improving Attendance and reducing tardies and learning loss mitigation.
  - We have updated and automated our SIS to track attendance, using \$2500 of these funds to do so. But getting people to school has been a real challenge due to illness and COVID close contacts. Progress towards this goal has been a mixed bag so far.
  - Doing much better with improving learning and student achievement, and our data is showing solid progress in many of the grades. (See attached report)
  - ADA: Way down due to lower than expected enrollment: Budgeting for next year will be a challenge.

- Educators effectiveness grant: YTD spending exactly on track with projections. Money to be spent over five years and must be reported.
- **SPED Salary Update for 2022/23** – Caroline (10 min) **VOTE**
  - This schedule was unintentionally omitted from the previous increase update two years ago. This action puts the SPED teacher salary on par with the certificated teacher schedule.
- **Executive Director Evaluation Process & Timeline** – Robert (10 min)
  - We are starting a bit late.
  - RS + SO Board reps. for ED Eval. Committee
  - Still need 1 CORE Group member and 1 Faculty rep: BK will take this request to their next meeting
- **Increase Kinder, 1<sup>st</sup> & 2<sup>nd</sup> gr. to full time hours in 2022/23** – Caroline (10 min) **VOTE**
  - Parents can still opt to leave at the current time for KG, adds 35 minutes to the 1-2 day compared to current 2:30 release time. We will monitor and mitigate traffic issues if they occur.
- **Executive Director Report** – Caroline (10 min)
  - Lots of student discipline issues lately
  - 20 KG apps, 6 grades app received
  - LOTS of publicity and outreach going out to the community. CH will write a piece for the local paper about our expanded hours for 22-23
  - HR: Almost everyone is returning. Will likely need at least one teacher. CH working with an applicant on the process and a visit
  - Summer Training in Orten-Gillingham method for summer being investigated
  - We will not be considering Summer school this year due to construction
  - Website being updated: Parent handbook should get translated to Spanish
- **Faculty Report** – Bill (5 min)
  - FC is studying how to employ known best practices for educating EL students. This is partially in response to our small influx (4) of students with zero English skills. In reality, this is an ongoing effort, but these new kids have sharpened our focus and this is now a weekly piece of our meetings.
- **Parent Association Report** – Brooke (5 min)
  - Investigating a new idea: On Campus Field Trips, bring the trip to us. These should be both fun and educational.
  - Looking at Fundraising and Field Trip policies for relevance to our current environment and regulations
  - May Day? Looking at the possibilities

**Items Scheduled for Action and Discussion**

**Consider approval of: SPED Salary Update for 2022/23**

Staff Recommendation: **Approve**

Action:	Approve	Ayes:	6
Motioned by:	SO	Nays:	
Seconded by:	SD	Abstain:	

Notes on vote above:

**Consider approval of: Increase K-2<sup>nd</sup> hours to full time for 2022/23**

Staff Recommendation: **Approve**

Action:	Approve	Ayes:	6
Motioned by:	SD	Nays:	
Seconded by:	SO	Abstain:	

Notes on vote above:

**Recess to closed session**

**Reconvene and ratify closed session decisions**

**Items for next meeting agenda:**

**Items for a future meeting agenda:**

**Next regular meeting:**

March 16<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:**

7:15 pm