

WOODLAND STAR CHARTER SCHOOL MEETING OF THE CHARTER COUNCIL

August 20, 2025 5:30 pm
Woodland Star Conference Room
11700 Dunbar Rd, Glen Ellen, CA 95476

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

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, please call 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.woodlandstar.school.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

- *Maintain open, respectful body language*
- *Give your full listening attention*
- *Assume the positive intentions of others*
- *Express gratitude and appreciation*

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

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

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AGENDA

Procedural (5:30 pm)

A. CALL TO ORDER

Meeting called to order by Board President at: 5:32pm_____

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** ___ **Hycen Jewett (HJ)**, President (Parent Body Elected)

___ **Y** ___ **Sharolyn Townsend (ST)**, Vice President (Parent Body Elected)

___ **Y** ___ **Monica Conway (MC)**, Board Secretary (Faculty Elected)

___ **Y** ___ **Evelyn Godinez (EG)**, Board member (Parent Association Representative)

___ **Y** ___ **Megan Malkassian (MM)**, Board member (Faculty elected)

___ **Y** ___ **Misael Lopez (ML)**, Board member (Board Appointed)

___ **Y** ___ **Joe Hencmann (JH)**, Board member (Board Appointed)

___ **Y** ___ **Amber Thomas (AT)**, Board member (Parent Body Elected)

Evelyn arrived 5:55

C. DESIGNATE A TIMEKEEPER FOR MEETING: Joe Henceman

Consent Agenda Items – adjustment of agenda, as needed (5:30 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: June and July 2025
2. Regular Meeting Minutes: June 18, 2025
Special Board Meeting Minutes: July 21, 2025, July 28, 2025
3. Agenda: August 20, 2025

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

Action:	Move to approve Agenda Consent Items	Ayes:	7
Motioned by:	Amber Thomas	Nays:	
Seconded by:	Joe Henceman	Abstain:	

Notes on vote above:

Communications (5:35 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 (5:50 pm)

- **Executive Director Report** – Caroline (15 min)
25th year of Woodland Star
253 students enrolled
A grant to Sonoma Ed Foundation was approved for \$3,000.
The facility MOU was signed
New head of maintenance at Sonoma Valley District
The District is no longer mowing the lawn; a parent company has stepped up to mow the lawn
A person was hired to work in the kitchen once a week.
- **Educational Foundation Report** – (5 min)
Quarterly update provided by Ramie Hencemann
 - Family Giving - \$75,824 was received for the 2024-2025 school year was given to the school year
 - \$20,973 was made by the Jog-a-Thon
 - Fund a Need - \$10,000 dispersed \$8,343
 - Four board members
 - This year's goal \$142,000
 - Ongoing family giving, sponsorships, businesses, and families.
 - Jog a thon, Read a thon, Glen Ellen Fair,
- **Business/Operation Report** – Becky (10 min)
CALPADS
Summer school went well
Ended the school year on positive cash flow
Williams' monitoring is based on a general court case - Woodland Star will be monitored for the next three years.
A discretionary block grant was received
The annual audit will be done in October
- **2024-25 EPA Expenditures and 2025-2026 EPA Resolution** – Becky (5 min)
The board discussed and voted on the EPA resolution
- **2025-2026 Sufficiency of Instructional Materials Resolution** – Caroline (5 min)
The board discussed and voted on the EPA resolution
- **Board Participation in WSCS Events-** Hycen (5 min)
Friday, August 22, 2025, Community Dinner and Harvest Table
September 5, 2025, 5:30 to 8:00 Back-to-school movie night
- **Faculty Report** – Megan (5 min)
 - Pre-meetings held before school

- **Parent Association Report** – Amber (5 min)
Lots of new parents and new leadership
Two parents per class, except for the upper grades
The New Group is well organized

Items Scheduled for Action and Discussion

Staff Recommendation: Approve 2024-25 EPA Expenditures

Action:	Move to approve 2024-2025 EPA Expenditures for Faculty	Ayes:	8
Motioned by:	Amber Thomas	Nays:	
Seconded by:	Sharolyn Townsend	Abstain:	

Notes on vote above:

Staff Recommendation: Approve 2025-26 EPA Resolution

Action:	Move to approve EPA Resolution for Faculty	Ayes:	8
Motioned by:	Sharolyn Townsend	Nays:	
Seconded by:	Misael Lopez	Abstain:	

Notes on vote above:

Staff Recommendation: Approve 2025-26 Sufficiency of Instructional Materials Resolution

Action:	Move to approve Instructional Materials for 2025-2026	Ayes:	8
Motioned by:	Joe Hencmann	Nays:	
Seconded by:	Evelyn Godinez	Abstain:	

Notes on vote above:

Recess to closed session

Reconvene and ratify closed session decisions

Items for next meeting agenda:

2024-25 Unaudited Actuals

Items for a future meeting agenda:

Next regular meeting:

Wednesday, September 17, 2025, 5:30 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: