

# WOODLAND STAR CHARTER SCHOOL MEETING OF THE CHARTER COUNCIL

November 19, 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.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**

*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**

November 19, 2025 5:30 pm  
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**AGENDA**

**Procedural (5:30 pm)**

A. CALL TO ORDER

Meeting called to order by Board President at: 5:39 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)

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

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

   **Y**    **Joelynn Lee (JL)**, Secretary (Faculty Elected)

   **Y**    **Evelyn Godinez (EG)**, Board member (Parent Association Representative) arrived at 5:38pm

   **Y**    **Brenna Lyons (BL)**, Board member (Faculty Elected)

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

   **N**    **Joe Hencmann (JH)**, Board member (Board Appointed)

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

   **Y**    **Sallie Romer (SR)**, Board member (Community at Large / Board Appointed)

C. DESIGNATE A TIMEKEEPER FOR MEETING: Brenna Lyons

**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: October, 2025
2. Regular Meeting Minutes: October 15, 2025
3. Agenda: November 19, 2025

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

Action:	Motion to approve all consent agenda items	Ayes:	6
Motioned by:	Amber Thomas	Nays:	0
Seconded by:	Sharolyn Townsend	Abstain:	0

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) Student enrollment is at 249. Tours start Wednesday upon return from Thanksgiving break. The first Parent Education meeting was successful. The next Parent Education meeting will be January 12, 2026. Orton-Gillingham training June 8- 12, 2026. The art room is completed but some things still need to be completed to be compliant with the Williams. A parent complained about black mold in the kindergarten room. It has been inspected and found to be a water stain. Kindergarten rugs/carpets will be professionally dry chem cleaned over Thanksgiving break. Farmers’ Market has been underway each Sunday. Holiday Bazaar on December 7, 2025 and Middle School businesses will be selling. Parent Handbook - Caroline is updating the media policy. The library is open and classes are visiting. The news article in the Sonoma-Index Tribune printed a highlight of our CAASPP testing.
- **Educational Foundation Report** – (5 min) Jog-A-Thon tomorrow, Thursday, November 20, 2025. Sign-up for Script through Sonoma Market.
- **Business/Operation Report** – Becky (10 min) On-site audit finished. The main budget has been trued up. Receiving \$71,000 in new restricted funds. Unrestricted funds are in the positive budget.
- **School & Family Partnership Agreement-** Caroline (10 min) VOTE
- **Board Participation in WSCS Events-** Hycen (5 min) - Jog-A-Thon, Caroling Assembly - 3 stations for hot cocoa and cider, and show up for the Farmers’ Market and Parent Education meetings.
- **Faculty Report** – Brenna (5 min) Faculty has been continuing their study of a healthy main lesson and preparing for the gratitude assembly. Started learning the songs for Caroling Assembly.
- **Parent Association Report** – Evelyn (5 min) Jog-A-Thon, Parent Education series, Winter Spiral - suggested the community spiral for the morning on the last day, December 16.

**Items Scheduled for Action and Discussion**

Staff Recommendation: Adopt School & Family Partnership Agreement

Action:	Moved to adopt School & Family Partnership Agreement	Ayes:	6
Motioned by:	Joelynn Lee	Nays:	0
Seconded by:	Misael Lopez	Abstain:	0

Notes on vote above:

**Tabling to next meeting. Recess to closed session**

**PERSONNEL MATTERS**  
§ 54957(b)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

*Title: Executive Director*

**Reconvene and ratify closed session decisions Items for next meeting agenda:**

**Items for a future meeting agenda:**

**Next regular meeting:**

Wednesday, December 10, 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: 6:30pm**