

Sonoma Charter School

Regular Governing Board Meeting Agenda

Closed Session Governing Board Meeting Agenda

Tuesday, October 13, 2026

5:00 pm Open Session

<https://sfsu.zoom.us/j/89369683987?pwd=pYbLQYBCdP1TXZ5r4ODi0D9lmbpYcE.1>

Meeting ID: 893 6968 3987

Passcode: 069902

Phone: 16469313860

6:00pm Closed Session

<https://sfsu.zoom.us/j/84093386919?pwd=nwEM6Vn2lXiHIMCfvdYGS6mGUlIQxJ.1>

Meeting ID: 840 9338 6919

Passcode: 894198

Phone: 13126266799

The meeting will be accessible at the school – Room 7, Sonoma Charter School

17202 Sonoma Highway, Sonoma, CA 95476

Sonoma Charter School adheres to the Americans with Disabilities Act. If you need special accommodations or more information about accessibility, please contact us at 707-935-4232. Every effort will be made to provide reasonable accommodations.

The Board recognizes the value of public comment on educational issues and provides this time for members of the audience to address the Board. Per Board Bylaw 9323, at the beginning of the open agenda, there will be a public comment session for the public to make comments pertaining to items on the agenda. Members of the public who wish to speak at the meeting are asked to take a numbered card, if appearing in person, or raise their hand, if appearing virtually, so that the Board can determine the number of speakers to better control the timing of the meeting. An opportunity for public comment regarding any school-related matter not on this agenda will be given at the end of the regular agenda.

In accordance with Government Code Section 54953.3, members of the public may attend a board meeting in person or virtually and are not required to register their name or provide other information. Members of the public will be permitted to make public comments both in-person and via videoconference.

Welcome to our Board of Directors meeting. Documents provided to the majority of the Board of Directors regarding this agenda will be available for public inspection at the School Office located at 17202 Sonoma Hwy., Sonoma, CA 95476 during normal business hours. Such writings and documents are posted on the school's website at <https://www.sonomacharterschool.org/>, as well as on ParentSquare and by clicking on Board of Education. A copy of the file is also available in the meeting room. Said file cannot be removed from the room.

AGENDA

5:00pm Open Session

CALL PUBLIC MEETING TO ORDER, ESTABLISH QUORUM

I. PUBLIC COMMENT

The Board recognizes the value of public comment on educational issues and provides this time for members of the audience to address the Board on any item to be discussed in closed session. Each speaker is requested to identify themselves prior to addressing the Board and to limit comments to three minutes.

II. APPROVE THE AGENDA

III. CONSENT CALENDAR

The purpose of the Consent Agenda is to act upon routine matters in an expeditious manner. Items listed are usually considered routine and are acted on in one motion. It is understood that Administration recommends approval of all Consent Agenda items. There is no discussion of items unless a member of the Board requests removal of an item to be inserted at an appropriate place on the Regular Agenda. Each item approved by the Board shall be deemed to have been considered in full and adopted as recommended.

Recommendation: The Board is asked to approve the Consent Agenda Items as submitted.

- A. Approval of Minutes: Board Meeting September 8, 2026
- B. Approve Hiring of Juliana Gutierrez, Community Liaison/ELD IA

IV. GOVERNANCE

- A. AI (Artificial Intelligence) Policy Action

V. PROGRAMS AND FINANCES

- A. Williams Act Public Hearing Action

The Board is asked to conduct a public hearing regarding the Sufficiency of Textbooks and Instructional Materials for Grades TK-8. Under Education code 60119(a), California school districts must hold a public hearing annually regarding the sufficiency of instructional materials. The purpose of this hearing is for district partners to give input regarding the sufficiency of instructional materials, textbooks, or both for district students in core academic areas. These include: English Language Arts including English Language Development, Math, Science, History/ Social Science, Health.

1. Open hearing
2. Hear presentation by staff
3. Hear comments from public
4. Hear comments/questions from the board
5. Close hearing

The public is invited to comment on the sufficiency of textbooks and instructional materials for grades TK-12.

Action

Information

VI.

A. Staff Reporting Information

B. Charter Community Connections Report Information

C. Director's Report Information

D. Board Reporting Information

THE MEETING ADJOURNED AT:

AGENDA

6:00pm Closed Session

I. CALL PUBLIC MEETING TO ORDER, ESTABLISH QUORUM: PUBLIC COMMENT - Opportunity for public to comment on Closed Session item(s).

The Board recognizes the value of public comment on educational issues and provides this time for members of the audience to address the Board on any item to be discussed in closed session. Each speaker is requested to identify themselves prior to addressing the Board and to limit comments to three minutes.

II. Public Employee Performance Evaluation: Director (Gov. Code § 54957, subd. (b)(1))

III. Report Action, if any taken in Closed Session

Sonoma Charter School

Regular Governing Board Meeting Minutes

Tuesday, September 8, 2026

5:00 pm Open Session

<https://sfsu.zoom.us/j/86112844393?pwd=OKbFGaB3rybD3l9Gnl34FDacGmEnmt.1>

Meeting ID: 861 1284 4393

Passcode: 471569

The meeting will be accessible at the school – Room 7, Sonoma Charter School

17202 Sonoma Highway, Sonoma, CA 95476

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AGENDA

5:00pm Open Session

The meeting was called to order at 5:00pm. A quorum was established. Board Members Present: Jimi Good, Ross Cannard, Greg Stubbs, Kaitlyn Tinder, Cristin Monnich, Paloma Quintero, Olivia Gearing. Administrator: Mary Reynolds

I. PUBLIC COMMENT: There was no public comment.

At this agenda item, an individual or group representative is given the opportunity to make statements to the Board on an item not on the agenda. A speaker will be limited to 3 minutes (Board Bylaw 9323). The Board will not take action on an item presented during this portion of the agenda as this would constitute an illegal act on the part of the Board.

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|-------------------------------|---------------------|-----------|
| II. APPROVE THE AGENDA | M. Tinder, 2nd Good | Vote: 7-0 |
| III. CONSENT CALENDAR | M. Good, 2nd Tinder | Vote: 7-0 |

(At every board meeting, at least some items make it onto the agenda that do not need discussion or debate, either because they are routine procedures or because they are already unanimous consent. A

consent agenda (the Roberts Rules of Order called consent calendar) allows the board to approve all of these items together without discussion or individual motions.)

- A. Approval of Minutes: Board Meeting August 25, 2026
- B. Approve Hiring of Alexander Laurence, 3rd Grade IA

IV. GOVERNANCE

- A. AI (Artificial Intelligence) Policy (2nd Read): The board discussed the strengths of the policy centered in transparency and teacher autonomy. The board recommended to move this policy to an action item for the October Board Meeting.
- B. Cash Reserves Policy: The board discussed the strengths of the policy that it maintains the school carry the minimum reserves. The policy has actions in place such as freeze spending.

V. PROGRAMS AND FINANCES

- A. Approve UAR (Unaudited Actuals Report) M. Tinder, 2nd Good Vote: 7-0
Sonoma Charter School's Unaudited Actuals Report reflects a financially sound TK–8th grade school that remains in good standing with responsible fiscal management. The school maintains strong reserves, providing a solid financial foundation to support ongoing operations, educational programs, and long-term stability.
- B. Budget update: The budget reflects a temporary dip due primarily to increased insurance costs. The school remains financially stable and maintains reserves above the required and planned reserve amount, providing a strong foundation for continued operations and student programming.
- C. Enrollment Update: Total students enrolled = 229

VI. INFORMATION AND REPORTS

- A. Staff Reporting Information: Staff reported that the school year is off to a strong start. Students are excited to be back with their friends and learning at high levels.
- B. CCC Report Information: The Read-A-Thon fundraiser will kick off next week. Family Movie Night is scheduled for September 23.
- C. Director's Report Information: Williams Act site visit was a success with minimal findings that were repaired and addressed immediately.
- D. Board Reporting Information: No report.

THE MEETING ADJOURNED AT: 5:54pm

Sonoma Charter School Core Materials 2026-2027 School Year

	ELA/ELD Core	Math Core	Science	Social Studies	SEL
TK	American Reading Company (ARC)/EL Everyday	Houghton Mifflin Harcourt	TCI	TCI	Second Step
K-2	American Reading Company (ARC)/EL Everyday	Houghton Mifflin Harcourt	TCI	TCI	Second Step
3-5	American Reading Company (ARC)/EL Everyday	Houghton Mifflin Harcourt	TCI	TCI	Second Step
6-8	American Reading Company (ARC)/EL Everyday	Open Up Resources	TCI	TCI	Character Strong

Resolution No: 28-01

Dated: October 13, 2026

SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS:

Whereas, the Governing Board of Sonoma Charter School, in order to comply with the requirements of Education Code Section 60119 held a public hearing on October 13, 2026 at 5:00 pm, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

Whereas, the Governing Board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

Whereas, the Governing Board encouraged participation by parents, teachers, and members of the community, leaders in the public hearing, and;

Whereas, the information provided at the public hearing and to the Governing Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Sonoma Charter School, and;

Whereas, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both to use in class and to take, and;

Whereas, sufficient textbooks or instructional materials were provided to each student, including English learners that are aligned to the academic content standards and consists with the cycles and content of the curriculum frameworks in the following subjects: English Language Arts, English Language Development, Science, Math, and History-Social Science, and Social Emotional Learning, and;

Therefore, it is resolved that for the 2026-2027 school year, the Sonoma Charter School has provided each pupil with sufficient core textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum framework.

PASSED AND ADOPTED this **13th of October, 2026** by the Governing Board of **Sonoma Charter School**.

Board Member

Board Member

Board Member

Board Member

Board Member

Board Member

Board Member

Sonoma Charter School

Policy 0441: Artificial Intelligence

Original Adopted date: 10/13/2026

Reviewed date: N/A

The Governing Board recognizes that artificial intelligence (AI), including AI tools and systems, holds significant potential to expand student access to information, support educator effectiveness, reduce barriers to learning, and prepare all students for a future shaped by AI technology, as well as the potential for AI to undermine academic integrity, student privacy, equity, and well-being. Therefore, the Board is committed to ensuring that AI is used in the best interests of students, in a human-centered, responsible, and equitable manner that meets the diverse needs of all learners, in accordance with the following principles:

- 1. Plagiarism, Disclosure, & Citation.** AI use should be transparently disclosed in accordance with established academic standards. Students must produce and submit original work within assignment guidelines, and submitting AI-generated content without clear disclosure constitutes plagiarism and academic dishonesty.
- 2. AI Detection Software.** AI detection software should not be used as the sole basis for disciplinary action or grade penalty. Concerns about misuse must rely on educator evaluation of student engagement, alternative assessment, and documented evidence of authorship, with clear criteria for rebutting claims of inappropriate AI use made available to students and parents/guardians.
- 3. Acceptable Use.** AI should be used to support learning, instruction, and operations in ways that enhance human decision-making and should not substitute for critical thinking or required academic work. All AI used by educators, staff, or students must be Sonoma Charter School authorized and comply with applicable privacy and conduct policies, with notification and consent required whenever AI is used for grading or feedback.
- 4. Safe & Responsible AI Use.** AI should not be used to harm individuals, encourage self-harm, or cause harm to the school community. All AI use remains subject to the Sonoma Charter Student Code of Conduct, anti-bullying policies, and applicable personnel policies.
- 5. Instructional Discretion.** Educators should have the discretion to determine when and how AI may be used in individual assignments, with expectations, purpose, and reasoning clearly communicated to students and families. Permitted AI use may vary from one assignment to another.
- 6. Modeling, Practice, & Ongoing Discussion.** Educators should disclose their own AI use to students and parents to model responsible practice and establish reciprocal trust. Students are likewise expected to disclose their use of AI when submitting work, fostering ongoing discussion about AI's efficacy, responsible use, and evolution. Educators should model the difference between using AI for efficiency and using AI to support learning, giving students opportunities to practice and demonstrate both.

7. **Privacy by Design.** All AI tools should protect student data, prohibit its use for training public AI models or advertising, and maintain strong security safeguards against data breaches.
8. **Legal Compliance.** All AI usage should adhere to applicable state and federal legal requirements, including Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g; 34 CFR § 99.1 et seq., and California *Education Code* Section 49073.1.
9. **Data Entry Restrictions.** Students and educators should not enter education records or other confidential information into AI tools unless expressly authorized under Sonoma Charter School policy. Any permitted data entry into AI tools that learn from user input must be reviewed and approved by trained staff prior to final submission.
10. **Transparency & Informed Consent.** Staff, parents, guardians, and students should be informed of all AI-driven data collection practices and autonomous AI-powered student interaction tools. Access to AI-generated student records must be provided upon request, and annual informed consent from guardians is required prior to use of any such tools.
11. **Parent/Guardian Review Rights.** Guardians should have the right to request timely human review of any AI-generated outputs that inform decisions about their child following the process published by Sonoma Charter.
12. **Approved Vendor Standards.** All approved vendor software published on Sonoma Charter's approved list of vetted third-party AI vendors includes monitoring capabilities designed to detect content that may indicate a risk to student well-being, and use of any unauthorized AI tool is prohibited.
13. **Pre-Deployment Evaluation.** Prior to deployment, all AI tools should be evaluated for educational value, ethical implications, data privacy, potential bias, and equitable outcomes.
14. **Vendor Contractual Safeguards.** All AI vendor contracts should include enforceable provisions protecting student data privacy and security, including breach notification requirements, audit rights, data deletion upon contract termination, and vendor accountability for unauthorized use of student data.
15. **Teaching & Administrator Efficiency.** AI should serve as a tool to support educators in working more efficiently, increasing available time for student interaction, improving family communication, and reducing administrative burdens.
16. **Curriculum & Assessment Redesign.** When developing or redesigning curriculum and local assessments, human thinking, process, equity, and insight should be emphasized over easily AI-generated products. Redesigns should provide cross-disciplinary grade-band progressions across all grade levels (TK–12) incorporating the foundational concepts of AI: Perception, Representation and Reasoning, Learning, Natural Interaction, and Societal Impact.
17. **AI Literacy as a Core Academic Competency.** All students and educators should receive developmentally appropriate instruction in AI safety, AI literacy, cybersocial literacies, and the ethical and responsible use of AI, consistent with *Education Code* Section 33548. This instruction should build critical thinking skills needed to analyze, evaluate, and navigate

automated content, including claim extraction, confidence calibration, source triangulation, and mismatch detection. Educators should prepare students to critically evaluate AI's potential to spread misinformation, disinformation, and malinformation (i.e., true information used out of context to cause harm), including its implications for access to reliable information, governance, and the future of democracy.

- 18. Grading and Assessment.** Students should be informed when their work will be submitted to AI to support grading or feedback. Regardless of whether AI is used to generate draft feedback, the educator of record retains sole authority to determine final grades.
- 19. Student Safety Response.** All identified instances of student risk arising from AI use should be addressed in accordance with established Sonoma Charter policy and procedure.
- 20. AI Output Verification.** All staff should be trained to review and verify AI-generated content prior to instructional use, decision-making, or distribution to students or families.
- 21. Ongoing Monitoring.** AI use should be reviewed regularly to ensure continued compliance with educational objectives and ethical standards, with policies and practices adjusted based on stakeholder feedback, audit findings, and emerging developments in AI.
- 22. Institutional Accountability.** Sonoma Charter acknowledges accountability for AI-generated outputs, including any issues, errors, or biases arising from AI use in operations or instruction, and addresses them in accordance with established policy and procedure.
- 23. Institutional AI Access.** Equitable access to institutionally approved AI tools should be provided to all educators and staff. Personal AI accounts should not be used for any purpose involving student data, student work, student records, or instructional content developed for Sonoma Charter use.
- 24. Ethical Risk Assessment.** Educators and students should consider the ethical issues associated with AI, including environmental costs, effects on mental health, embedded bias, and discriminatory risks, to make informed, responsible decisions aligned with established ethical principles. Regular audits should assess and ensure fairness.
- 25. Professional Development & User Training.** All AI deployment should be coupled with ongoing professional development and user training addressing AI literacy, data fluency, and learning science, including strategies to help students demonstrate knowledge, develop voice, and participate in complex problem-solving.

“Artificial intelligence” means an engineered or machine-based system that varies in its level of autonomy and that can, for explicit or implicit objectives, infer, from the input it receives, how to generate outputs that can influence physical or virtual environments. (*Education Code 33328.5*)