

# Sonoma Charter School

## Special Governing Board Meeting Agenda

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**Wednesday, December 15, 2021**

**5:15 p.m. Closed Session - 6:00 p.m. Open Session**

*accessible at SCS (MPR) and online via Zoom*

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### ATTENDANCE

*Present: Greg Stubbs (Chair), Barbara Brooks, Rob Church, Belli Skinner, Mary Oaks, Libby White, Megie Murray  
Administration: Marc Elin (Director), Jeffrey Erkelens (CFO), Jim Weber (C.P.A. and Director/Client Finance for Charter Impact)*

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### **5:15 p.m. CALL TO ORDER**

**Recess to Closed Session** (Gov.Code section 54956.9(d)(1).

**Conference with Legal Counsel—Existing Litigation: OAH Case No. 2021090263**

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### **6:14 p.m. RECONVENE AND REPORT OUT –**

*The Governing Board met with counsel to discuss the pending litigation identified in the published agenda. The Board authorized counsel to proceed with the litigation as outlined in counsel's presentation. The details of the matter, in all other respects, remains confidential and subject to attorney-client privilege*

### **PUBLIC COMMENTS:**

- *Marc Elin made an announcement that school will not be in session on January 3, 2022 along with the SVUSD.*
- *Marc Elin mentioned that the Teddy Bear Tea was a huge success and congratulated the CCC for all of the hard work.*
- *A member of the CCC Board thanked all the volunteers who worked so hard to help make the Teddy Bear Tea successful and helped to earn money for the CCC.*

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### **AGENDA**

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## I. GOVERNANCE

- **Approval of Minutes—December 4, 2021 Governing Board Meeting**.....Action

*Barbara Brooks asked if a correction needed to be made regarding a description about Basic Aid. Greg Stubbs (Board Chair) said a correction was not necessary or required.*

*Greg called for a motion to approve the December 4, 2021 Minutes:*

*Belli Skinner: Moved to approve the Minutes.*

*Rob Church: Seconded the motion to approve the Minutes.*

*Board: All approved the motion to approve the Minutes.*

## II. FISCAL

- **Educator Effectiveness Block Grant Plan 2021-2026**.....Action

*The first reading of the Plan occurred at the November 17, 2021 Board Meeting.*

*Marc explained and reviewed the key points of the grant (see attached) and asked for questions. None were made.*

*Greg Stubbs : asked for a motion to approve the Educator Effectiveness Block Grant Plan for 2021-2026*

*Rob Church: moved to approve the Plan*

*Libby White : seconded the motion*

*All Board members : approved the Plan*

- **First Interim Financial Report 2021-22**.....Action

*Jim Weber C.P.A. and Director of Client Finance for Charter Impact (the contracted provider of accounting/payroll services for SCS) reviewed with explanations the Report (see attached) and asked for questions.*

*Greg Stubbs explained that the Report was made for authorization and presented to the State. He asked for a motion be made to approve the Report.*

*Rob Church: Made a motion for accepting the Report.*

*Barbara Brooks: Seconded the motion.*

All Board Members: Approved acceptance.

## II. INFORMATION AND REPORTS

- Governing Board Committees

1) Jeffrey Erkelens report as Coordinator of the **Enrollment Committee** and said the committee is working on strategies to increase enrollment for preK and K as well as promoting the Middle School. The committee has worked with Sarah Tracy/ Communications Director on the CCC Board, to purchase banners for placement throughout Sonoma to promote enrollment. Barbara Brooks and Libby White have been working to gain permission for placing banners and installing them.

- Fliers are being created for distribution at pre-designated locations throughout the area and will be pasted on the SCS Facebook site.
- Jeffrey mentioned that the entire Sonoma Valley has been incurring decreased school enrollment and there will be a strong effort to maintain Middle School enrollment.
- Libby asked how best to promote the school electronically

-Megie Murray said a commercial on a You Tube blog would be helpful.

-Kimmy Peterson on the CCC Board said word-of-mouth is often the most effective means for spreading the word.

- Marc Elin mentioned that several potential students had shadowing days at the school that were highly successful.

-A suggestion was made that videos on the website that potential parents could access might be helpful.

2) Greg Stubbs(Coordinator) of the **Finance Committee** reported that the committee had met and he had suggested the possibility of having a Spanish Immersion program at the school. Questions were raised about how to have enough staff to meet those program needs. Other topics were discussed at the meeting.

3). Marc Elin ( Coordinator) of the **Transition Committee** said the committee would be meeting in the first half of January.

- Student Assessment & Performance

Barbara Brooks asked if there were any assessment results available to share with the Board. Marc replied that the STAR Assessments are given 3 times/year but that it is difficult to get STAR Assessment comparisons to performance of other schools in the SVUSD.

He mentioned, after a question was raised about the possibility of providing an Algebra class to students in the Middle School, that there were a large number of students showing high levels of performance in math in 6<sup>th</sup> and 7<sup>th</sup> grade and could be ready for advanced math. Marc will share the most recent STAR Assessment data at the next Governing Board meeting.

- Communication

*Barbara Brooks asked if it would be advantageous to reestablish the Wednesday folders sent home that contained student work as well as important announcements from the school. The general consensus of attendees was that the folders are valuable for communicating important information to parents but that perhaps instead of using a lot of paper, that messages and announcements be briefer and not overwhelming to the parents.*

*A suggestion was made to reconsider the electronic Reader Board outside the school that perhaps parents could pay and post birthday messages on it for their child. Announcements to parents could also be displayed on the board.*

*Mary Oaks mentioned that she had been working with Niki Gibbons on the Student and Parent Handbooks.*

**The meeting was adjourned at 7:05 p.m.**

*Respectfully submitted*

*Barbara Brooks*

*Barbara Brooks December 15, 2021*