Stone Bridge School Charter Council Regular Meeting Minutes
January 14, 2020

Members Present: Maria Giusti, Melissa Haberman, Cheryl Imrie, Sonya Luisoni, Amy Oggenfuss, Heather Shumaker, Karin Troedsson

Members Absent: Julia U'Ren

Staff Present: Maria Martinez (Administrator), Kerstin Menzer (Faculty Advisor)

Public Present: None

Scribe: Heather Shumaker

1. **Call to Order** at 5:36pm. **Identify Timekeeper:** Maria Giusti. **Verse.**

2. **Approve Agenda:** Heather Shumaker noted that there is no Attachment #18, and Maria Martinez noted that there is no Attachment #13. Karin Troedsson suggested that Agenda Item #3 (Public Comment) be moved to 6pm due to the earlier than normal start time for this meeting. Passed (with those revisions) with a motion by Cheryl Imrie and a second by Maria Giusti.

   Maria Giusti      Yes
   Melissa Haberman Yes
   Cheryl Imrie     Yes
   Sonya Luisoni    Yes
   Amy Oggenfuss   Yes
   Heather Shumaker Yes
   Karin Troedsson  Yes
   **Julia U'Ren**  **Absent**

3. **Public Comment (for items not on the agenda):** None. (Note that this agenda item was moved between Agenda Items #5 and #6 so that it would be called for after 6pm as described above.)

4. **Charter Council Dinner:** Charter Council shared food from Dickey’s Barbeque Pit.

5. **Introduce Board Member Biographies (#1):** Everyone present answered 4 questions posed by Maria Martinez in order to learn more about one another.

6. **Board Team Building:** Maria Giusti led the group through a “Helium Hoop” team building activity.


8. **Approve Minutes:**
   - **12-10-19 Meeting (#3):** Passed with a motion by Sonya Luisoni and a second by Cheryl Imrie.
     Maria Giusti      Yes
Melissa Haberman: Yes
Cheryl Imrie: Yes
Sonya Luisoni: Yes
Amy Oggenfuss: Yes
Heather Shumaker: Yes
Karin Troedsson: Yes
Julia U'Ren: Absent

- **1-7-20 Meeting (#4):** Passed with a motion by Cheryl Imrie and a second by Amy Oggenfuss.
  Maria Giusti: Yes
  Melissa Haberman: Yes
  Cheryl Imrie: Yes
  Sonya Luisoni: Yes
  Amy Oggenfuss: Yes
  Heather Shumaker: Yes
  Karin Troedsson: Yes
  Julia U'Ren: Absent

9. **Approve the Stone Bridge School for Climate Action Resolution (#5):** This resolution is intended to be the SBS version of NVUSD’s climate change action resolution #19-29. Passed with a motion by Maria Giusti and a second by Cheryl Imrie, via a roll-call vote.
  Maria Giusti: Yes
  Melissa Haberman: Yes
  Cheryl Imrie: Yes
  Sonya Luisoni: Yes
  Amy Oggenfuss: Yes
  Heather Shumaker: Yes
  Karin Troedsson: Yes
  Julia U'Ren: Absent

10. **Approve Administrator Evaluation Timeline & Process (#6a & #6b):** Passed with a motion by Sonya Luisoni and a second by Cheryl Imrie. Charter Council also discussed Heather Shumaker’s initial draft of questions for this year’s survey.
    Maria Giusti: Yes
    Melissa Haberman: Yes
    Cheryl Imrie: Yes
    Sonya Luisoni: Yes
    Amy Oggenfuss: Yes
    Heather Shumaker: Yes
    Karin Troedsson: Yes
    Julia U'Ren: Absent

11. **Select ARC Community Members for 2019-20:** Sonya Luisoni and Amy Oggenfuss volunteered to serve as the two Charter Council Community Members on this year’s Administrator Review Committee. Passed with a motion by Cheryl Imrie and a second by Karin Troedsson.
    Maria Giusti: Yes
    Melissa Haberman: Yes
    Cheryl Imrie: Yes
    Sonya Luisoni: Yes
    Amy Oggenfuss: Yes
    Heather Shumaker: Yes
    Karin Troedsson: Yes
12. **Approve Class Caps for 2020-21** (#7): Maria Martinez indicated that 3 of the 2020-21 class caps shown in the attachment should be updated to match the current 2019-20 caps for those classes, specifically: 5<sup>th</sup> Grade (increase the proposed cap from 27 to 30); 7<sup>th</sup> Grade (increase the proposed cap from 27 to 28); and 8<sup>th</sup> Grade (increase the proposed cap from 27 to 28). Passed (with those revisions) with a motion by Sonya Luisoni and a second by Amy Oggenfuss.

   Maria Giusti  Yes
   Melissa Haberman  Yes
   Cheryl Imrie  Yes
   Sonya Luisoni  Yes
   Amy Oggenfuss  Yes
   Heather Shumaker  Yes
   Karin Troedsson  Yes
   **Julia U’Ren**  Absent

13. **Approve Kindergarten Assistant Hiring Process** (#8): Maria Martinez shared that the main change in the process is that all open positions not requiring a teaching credential will be posted internally and externally at the same time, but with priority given to internal candidates in good standing. Passed with a motion by Melissa Haberman and a second by Cheryl Imrie.

   Maria Giusti  Yes
   Melissa Haberman  Yes
   Cheryl Imrie  Yes
   Sonya Luisoni  Yes
   Amy Oggenfuss  Yes
   Heather Shumaker  Yes
   Karin Troedsson  Yes
   **Julia U’Ren**  Absent

14. **Review Open Enrollment Procedures/Timeline for 2020-21** (#9): Maria Martinez reviewed the open enrollment calendar for Fall 2020 enrollment. Highlights include the open enrollment period running from 1/21/20-2/14/20, with an open house on 2/1/20 and the lottery drawing on 2/19/20.

15. **Review Draft Charter Renewal Petition** (#10): Maria Martinez shared a few sections of the draft charter renewal petition with Charter Council, and plans to send additional sections to Charter Council for review as they are completed. Her current plan is to send the final approved document to NVUSD by 2/21/20, so if Charter Council is not able to approve the final version during our 2/11/20 meeting, it may be necessary to schedule a special meeting between 2/11 and 2/21.

16. **Review SBS Exit Survey Data** (#11): Maria Martinez reviewed the high-level exit log data for students who left SBS before or during Winter Break.

17. **Review CA Dashboard & Iowa Basics Results** (#12): Maria Martinez reviewed the Iowa Assessment (Grades 3-4) and CAASPP Test (Grades 5-8) results from Spring 2019 testing, as well as the initial SBS dashboard results. Based on our CAASPP test scores, our dashboard colors are currently “Blue” for English Language Arts and “Green” for Mathematics. Maria Martinez indicated that the plan for this year's standardized testing for Grades 3-4 is still being determined.

18. **Administration Update** (#13): Maria Martinez shared updates, including:
   - Financials (November) (#14)
   - Attendance (#15)
   - Enrollment Report (#16)
   - Community Giving (#17)
19. **Faculty Update**: Maria Giusti and Kerstin Menzer shared updates from recent Faculty Meetings regarding faculty intentions for this year, upper grade play practices, and food fundraisers.

20. **Parent Council Update (#19)**: Melissa Haberman shared updates from the PC minutes about the online auction, a possible Twitter account for fundraising, food fundraisers, the Winter Assembly, school directories, and the cancellation of the upcoming Parent Education Night.

21. **Charter Council Chair Update – Charter Council Thanks (#19)**: Heather Shumaker thanked Maria Martinez and Karla Slay for arranging food for tonight’s group dinner, Maria Giusti for leading the team-building activity, and Karin Troedsson for providing the group training. (Heather Shumaker indicated that all of these activities would normally have been part of the Charter Council retreat that we canceled in November, and thanked the group for being willing to extend the duration of tonight’s meeting to include them.)

**Closed Session**: Entered at 8:03pm. (Maria Martinez and Kerstin Menzer were invited to participate in closed session.)

22. **Conference with Real Property Negotiations (Gov Code Section 54956.8) (#20)**:
   - Property: 1680 Los Carneros Ave., Napa, CA 94559
   - Agency Negotiation: Maria Martinez
   - Negotiating Parties: NVUSD and Stone Bridge School
   - Under Negotiation: Prop 39 Terms

**Open Session**: Re-entered at 8:19pm.

23. **Report from Closed Session**: Nothing to report.

**Break**: At this point, Charter Council took a short break while Maria Giusti recused herself from the rest of the agenda and left the meeting. (Quorum was still met.)

24. **Approve the 2nd Interim Budget for 2019-20 (#21)**: Passed with a motion by Karin Troedsson and a second by Cheryl Imrie.

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25. **Approve Employee Contracts (#22)**: Passed with a motion by Amy Oggenfuss and a second by Melissa Haberman.

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Karin Troedsson       Yes
Julia U'Ren           Absent

**Closed Session:** Entered at 8:38pm. *(At this point, Kerstin Menzer left the meeting, and Maria Martinez was invited to participate in closed session.)*

26. **Public Employee Performance Evaluation (Gov Code Section 54957) (#23):**
   - Title: Administrator

**Open Session:** Re-entered at 8:47pm.

27. **Report from Closed Session:** Nothing to report.

28. **Confirm Next Meeting and Review Potential Agenda Items:** The next Charter Council meeting is scheduled for Tuesday, 2/11/20 at 6pm.

29. **Adjourn:** Passed with a motion by Cheryl Imrie and a second by Sonya Luisoni at 8:59pm. Verse.

   Maria Giusti       Recused
   Melissa Haberman   Yes
   Cheryl Imrie       Yes
   Sonya Luisoni      Yes
   Amy Oggenfuss      Yes
   Heather Shumaker   Yes
   Karin Troedsson    Yes
   Julia U'Ren        Absent

**Key:** (#x) = Attachment Reviewed *(where x represents the attachment number)*