Stone Bridge School Charter Council Regular Meeting Minutes
May 12, 2020

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

Members Absent: None

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

Public Present: None

Scribe: Heather Shumaker

1. Verse. Call to Order at 6:05pm. Identify Timekeeper: Maria Giusti.

2. Approve Agenda: Heather Shumaker noted a number of attachment updates. (Specifically, changed #8 to #8a; changed #14 to #14a; added #8b, #9b, #14b, #14c, and #14d; removed #16 and #17.) Also, Agenda Item #12 will be moved right after the break (so employees on the board can be recused before the discussion starts). Finally, “Report from Closed Session” will be moved right after Agenda Item #19’s return to Open Session, and the extra “report from closed session” entry can be removed altogether. Passed (with those revisions) 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  Yes

3. Public Comment (for items not on the agenda): None

4. Approve Minutes for 04-14-20 and 05-04-20 Meetings (#1 & #2): Passed with a motion by Amy Oggenfuss 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  Yes
5. **Approve School Closure for Safety Issues Policy (#3):** Heather Shumaker reviewed proposed verbiage clarifying the use of flex days and waiver request submissions for school closures. Passed with a motion by Sonya Luisoni and a second by Melissa Haberman.

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

6. **Approve 2020-21 School Calendar (#4):** Maria Martinez briefly reviewed the proposed school calendar for 2020-2021, which includes 3 flex days in April and May to account for the possibility of school closures earlier in the year. Passed with a motion by Melissa Haberman 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  Yes

7. **Approve Class Caps for 2020-21 (#5):** Charter Council reviewed a proposal to increase class caps for 1st and 7th Grades from 28 to 30 to offset expected 2020-21 budget challenges, which would bring our total enrollment to 277 students. Julia U’Ren requested reducing the class cap for 6th Grade from 27 to 26 due to the high number of students needing additional services in her class. Staff was directed to research the number of students needing additional services in each class before a decision is made regarding Julia’s request. Karin Troedsson made a motion to approve the proposed changes to the 1st and 7th Grade class caps for 2020-21, while freezing enrollment for 6th Grade temporarily. Sonya Luisoni seconded and the motion passed.

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

8. **Approve Field Trips Approval Policy (#6):** Charter Council discussed new verbiage to be added to the Field Trip Policy to address the process for getting field trips approved, and agreed upon several adjustments. 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
9. **Approve Classroom Visitor Policy (#7):** Maria Martinez presented this new policy (which has already been reviewed with Faculty Council). Melissa Haberman requested that the relevant Ed code number be added into Bullet #7. Passed with a motion by Melissa Haberman and a second by Sonya Luisoni.

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


11. **Review Charter Renewal Petition Updates (#9, #9a, #9b):** Maria Martinez presented changes that NVUSD requested in SBS’s Charter Renewal Petition, student achievement comparison data for 2017-2018 and 2018-2019, and NVUSD’s “Charter Renewal Petition Review and Staff Recommendations” (which will be discussed at the 5/14/20 Board of Education meeting).

12. **Discuss Baseline Budget for 2020-21 School Year (#10):** (As explained in Agenda Item #2 above, this topic was actually discussed right after the Break, so Maria Giusti and Julia U'Ren had both already recused themselves before this discussion started.) Maria Martinez shared that recent projections are for a possible 10% cut in state funding in 2020-21 and 15% in 2021-22. We will very likely need to prepare several different versions of our budget for 2020-21 (i.e. 0% increase, 2-5% decrease, and 10% decrease in state funding versions, plus a version addressing the possibility of distance learning continuing into 2020-21). Charter Council reviewed recent adjustments to the 0% increase version during this meeting, which include updates resulting from the Budget Committee’s first (5/11/20) meeting. The Budget Committee will meet again on 5/18/20 (and possibly on 5/25/20) to continue discussing a variety of options for balancing the various versions of the budget, including the possibility of additional reductions to employee benefits, subject classes, classroom assistants, etc. (Charter Council will very likely need to utilize a special meeting on 5/26/20 to continue budget discussions.)

13. **Discuss Employee Defined Benefits (#11):** Maria Martinez briefly reviewed 3 sections from the employee benefits document that will need to be updated once decisions are made for 2020-21. Discussions will continue regarding various ways to reduce the overall cost of employee benefits so SBS can remain fiscally solvent. In addition, Maria Martinez will check in with the other North Bay Administrators at their next meeting to discuss ideas for increasing diversity.

14. **Discuss Diversity Plan (#12):** Charter Council reviewed the “Means to Achieve and Maintain Ethnic Balance” attachment that was submitted with our charter renewal petition. Much of the work is ongoing/continuing by nature, but we decided at our 4/14/20 Charter Council meeting to move our next open enrollment period to Fall 2020 in order to align more closely with NVUSD. Maria Martinez will continue working on diversity with Christine Gross at NVUSD, and will also check in with the other North Bay Administrators at their next meeting to discuss ideas for increasing diversity.

15. **Administration Update (#13):** Maria Martinez shared updates, including:
• Financials for March (#14a, #14b, #14c, #14d)
• Community Giving Update & Blast (#15a, #15b)
• SBS Hiring Policy Verbiage Confirmation (#16)
• Hiring Update
• Payroll Protection Plan Loan Return
• 8th Grade Field Trip Refund
• CC Tours of Mt. George
• LCAP Update
• Charter Renewal Update
• Handbooks Revisions
• Graduation Celebration

16. **Faculty Council Update**: Julia U’Ren and Kerstin Menzer shared updates about faculty planning for end of year student reports.

17. **Parent Council Update (#17)**: Melissa Haberman shared updates, including:
   - Report on Work of Faculty
   - Community Building
   - Fundraising for 2020-21
   - 2020-21 PC Planning

18. **Charter Council Chair Update (#18)**: Heather Shumaker shared updates, including:
   - Possible Additional CC Meetings in May and June (5/26 & 6/23)
   - Charter Council Member Plans for 2020-2021

**Closed Session**: Entered at 8:11pm. *(Maria Martinez and Kerstin Menzer were invited to participate in closed session.)*

19. **Conference with Real Property Negotiations (Gov Code Section 54956.8) (#19)**:
   - 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 8:15pm.

20. **Report from Closed Session**: No reportable action. *(This was actually #21 in the agenda, but it was discussed at this point in the meeting.)*

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

   ***As mentioned previously, Agenda Item #12 was actually discussed at this point in the meeting.***

21. **Approve Correspondence for Possible Lay-offs and Reductions (#20)**: Maria Martinez reviewed a draft letter for those employees whose jobs may be reduced or eliminated in 2020-21 based on state funding constraints. No action was taken and staff was directed to hold onto the letter until the next meeting, by which point more budget details should be known. *(This was actually #20 in the agenda, but it was discussed at this point in the meeting.)*

22. **Confirm Next Meeting and Review Potential Agenda Items**: The next Regular Charter Council meeting is scheduled for Tuesday, 06/09/20, with a tentative Special Charter Council meeting on Tuesday, 05/26/20.
23. **Adjourn**: Passed with a motion by Karin Troedsson and a second by Cheryl Imrie at 08:57pm.

*Verse*

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<td>Maria Giusti</td>
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**Key:** (#x) = Attachment Reviewed *(where x represents the attachment number)*