Stone Bridge School Charter Council Regular Meeting Minutes
November 10, 2020

Members Present: Michele Conyers (joined the meeting during Agenda Item #3), Maria Giusti, Melissa Haberman, Cheryl Imrie, Sonya Luisoni, Amy Oggenfuss, Angelisa Russo (joined the meeting at the end of Agenda Item #6), Heather Shumaker, Nancy Dempsey (elected as a board member during Agenda Item #10)

Members Absent: None

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

Public Present: Nancy Dempsey (member of the public until elected as a board member during Agenda Item #10)

Scribe: Heather Shumaker

1. **Verse. Call to Order** at 6:06pm. **Identify Timekeeper:** Maria Giusti.

2. **Approve Agenda:** Heather Shumaker noted that there is no Attachment #5. Passed with a motion by Sonya Luisoni and a second by Cheryl Imrie.

   - Michele Conyers: Absent
   - Maria Giusti: Yes
   - Melissa Haberman: Yes
   - Cheryl Imrie: Yes
   - Sonya Luisoni: Yes
   - Amy Oggenfuss: Yes
   - Angelisa Russo: Absent
   - Heather Shumaker: Yes

3. **Public Comment (for items not on the agenda):** None (Michele Conyers joined the meeting during this Agenda Item.)

4. **Approve Minutes for 10-13-20 Meeting (#1):** Passed with a motion by Melissa Haberman and a second by Maria Giusti.

   - Michele Conyers: Yes
   - Maria Giusti: Yes
   - Melissa Haberman: Yes
   - Cheryl Imrie: Yes
   - Sonya Luisoni: Yes
   - Amy Oggenfuss: Yes
   - Angelisa Russo: Absent
   - Heather Shumaker: Yes

5. **Discuss SBS Return to In-Person Learning Plan (#2):** During our 10/13/20 meeting, Charter Council approved using a tiered approach for returning to in-person learning, while allowing Administration, Faculty, and Staff to finalize the details. During tonight’s meeting, Maria Martinez
gave Charter Council a quick update, sharing the schedule by which the various grades are returning to campus for the Phase 2 hybrid model:

- **Kindergarten**: Week of 10/26/20
- **1st, 5th, and 8th Grades**: Week of 11/2/20
- **2nd, 3rd, and 4th Grades**: Week of 11/9/20
- **6th and 7th Grades**: Week of 11/30/20

Maria said that thus far, things are going well, and adjustments are being made as needed to keep things running smoothly (e.g. drop-off/pick-up procedures, recess/snack schedule, etc.). Maria also shared that outdoor learning spaces have been identified around campus, and that Napa Public Health has authorized singing outside with masks on.

6. **Discuss SBS Preliminary Prop 39 Request for 2021-22 (#3a, #3b)**: Maria Martinez shared the annual Prop 39 regulatory timeline, as well as the final version of our Prop 39 preliminary request for facilities for the 2021-22 school year (which was submitted to Superintendent Mucetti on 11/1/20). Our request reiterates many of the agreements that were reached during last year’s Prop 39 negotiations and captures a variety of requests specific to our upcoming site move from the Carneros campus to the Mt. George site. Our biggest concern is the outdated kitchen at Mt. George, since we need a fully functional kitchen that meets current health and safety requirements in order to prepare daily meals for our students. Maria will be reaching out to Mike Pearson soon to set up a Charter Council tour of the Mt. George campus (which will hopefully take place in December). (Angelisa Russo joined the meeting at the end of this Agenda Item.)

7. **Discuss LCFF Budget Overview for Parents for 2020-21 (#4)**: Maria Martinez explained that due to the coronavirus pandemic, this “LCFF Budget Overview for Parents” and the “Learning Continuity Plan” (which Charter Council approved on 9/22/20) are taking the place of the traditional “Local Control and Accountability Plan” (LCAP) process for 2020-21. Maria showed Charter Council an initial draft of the SBS budget overview and explained that this form captures how we are using LCFF state funding during 2020-21. She will bring the final version of this budget overview to our 12/8/20 meeting for approval.

8. **Discuss Diversity Plan (#5)**: Maria Martinez shared that a previous SBS parent with lots of marketing experience is interested in the Diversity Outreach Coordinator position. Charter Council agreed that this candidate sounds like a good choice to get the effort moving forward strongly before we start open enrollment in January, and asked that she be required to develop a concrete action plan and provide regular updates to Charter Council.

9. **Charter Council Community Member Interview (#6a, #6b)**: Charter Council reviewed Nancy Dempsey’s statement of interest in filling the open Community Member position (which Cheryl Imrie is vacating), followed by a group interview of Nancy.

10. **Charter Council Community Member Vote**: Heather Shumaker asked that Charter Council approve Nancy Dempsey as a new Community Member for a 2-year term (i.e. the rest of 2020-21 and 2021-22). Passed with a motion by Cheryl Imrie and a second by Sonya Luisoni.

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11. **Welcome and Transition to New Charter Council Member**: Heather Shumaker wished a warm welcome to Nancy Dempsey, who officially took over Cheryl Imrie’s Community Member position tonight. *(From this point forward in tonight’s minutes, votes for Charter Council motions will show Nancy Dempsey instead of Cheryl Imrie.)*

12. **Form 700 for Outgoing and Incoming Board Members (#7)**: Heather Shumaker asked that Nancy Dempsey and Cheryl Imrie submit completed Form 700’s to Maria Martinez within 30 days.

13. **Honoring of Outgoing Charter Council Member**: Maria Martinez thanked Cheryl Imrie for her 2+ years of service as a Community Member, and other Charter Council members shared their appreciation for Cheryl as well. *(Cheryl Imrie left the meeting at the end of this agenda item.)*

14. **Administration Update (#8)**: Maria Martinez shared updates, including:
   - Financials for September (#9a-#9d)
   - Community Giving (#10)
   - Enrollment Report (#11)
   - Attendance Report (#12)
   - Student Survey Results (#13)
   - Hiring
   - Technology
   - Standardized Testing
   - PPP Loan
   - Blueprint for a Safer Economy
   - Administrator Meetings
   - COVID Testing
   - COVID Tracking

15. **Faculty Update**: Michele Conyers shared gratitude from Faculty for Maria Martinez, Christine Waskowiak, Greg Greeson, Chris Hattich, and Bill Bindewald for their support in preparing for the return to in-person hybrid learning.

16. **Parent Council Update (#14)**: Melissa Haberman shared updates, including:
   - Yearbook
   - Lost and Found
   - School Clean-Up
   - Communications Board
   - Dine and Donate
   - Local Movie Night at Expo
   - Faculty Lunch
   - Enchanted Village Fair
   - Online Auction

17. **Charter Council Chair Update (#15)**: Heather Shumaker shared updates, including:
   - Open Community Member Position for Charter Council
   - Charter Council Retreat Planning for 2020
   - Faculty Representation in Charter Council Discussions

**Break**: At this point, Charter Council took a short break while the SBS employees on the board (i.e. Michele Conyers and Maria Giusti) recused themselves from the rest of the agenda and left the meeting. *(Quorum was still met.)*
18. **Approve Employee Contracts (#16):** Charter Council reviewed two independent contractor employment agreements, one for the ELPAC Coordinator and one for Technology Distribution and Support. Passed with a motion by Melissa Haberman and a second by Angelisa Russo.

- Michele Conyers: Recused
- Nancy Dempsey: Yes
- Maria Giusti: Recused
- Melissa Haberman: Yes
- Sonya Luisoni: Yes
- Amy Oggenfuss: Yes
- Angelisa Russo: Yes
- Heather Shumaker: Yes

19. **Confirm Next Meeting and Review Potential Agenda Items:** The next Charter Council meeting is scheduled for Tuesday, 12/8/20.

20. **Adjourn:** Passed with a motion by Amy Oggenfuss and a second by Sonya Luisoni at 8:02pm.

**Verse.**

- Michele Conyers: Recused
- Nancy Dempsey: Yes
- Maria Giusti: Recused
- Melissa Haberman: Yes
- Sonya Luisoni: Yes
- Amy Oggenfuss: Yes
- Angelisa Russo: Yes
- Heather Shumaker: Yes

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