Stone Bridge School Charter Council Regular Meeting Minutes
December 10, 2019

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: Isabel deBlois and Jim Wilson

Scribe: Heather Shumaker

1. **Call to Order** at 6:03pm. **Identify Timekeeper:** Maria Giusti. **Verse.**

2. **Approve Agenda:** Maria Martinez requested that Agenda Item #13 be tabled and that Attachment #3a be added to Agenda Item #6. Passed (with those revisions) with a motion by Melissa Haberman and a second by Cheryl Imrie.

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3. **Public Comment (for items not on the agenda):** Karin Troedsson shared that she has heard some feedback from parents re. the lack of garbage cans around campus.

4. **Presentation of NVUSD Schools for Climate Action Resolution (#1):** Isabel deBlois (an SBS alumna who attends New Tech High School and represents the Schools for Climate Action Committee) and Jim Wilson (who represents Napa Climate Now!) presented information about NVUSD Schools for Climate Action Resolution (#19-29, link below), and the Charter Council and Staff members present signed their pledge.

   - **https://drive.google.com/file/d/1J_gXghpN75p1JM3POJyzdAg5n32keMCs/view**

   Charter Council agreed to work on passing a similar resolution for Stone Bridge School. In addition, Heather Shumaker agreed to connect Isabel deBlois and Jim Wilson with Colleen Townsend (Parent Council Chair) so they can discuss presenting at a future PC meeting, and Maria Martinez agreed to work with them on the possibility of doing climate change presentations in the SBS classrooms.

5. **Approve Minutes for 11-12-19 Meeting (#2):** Passed with a motion by Amy Oggenfuss and a second by Maria Giusti.

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6. **Review SBS Hiring Process (#3, #3a)**: Maria Martinez shared an updated version of the Hiring Committee Mandate, as well as a draft of a new Hiring Process document that she wants to discuss with Faculty Council before the final version is brought back to Charter Council for approval.

7. **Approve Revised Effective Date for Updated Chaperone Policy (#4)**: The effective date of the updated policy is being pushed out from 1/1/20 to 2/1/20. Passed with a motion by Sonya Luisoni and a second by Maria Giusti.

8. **Approve Administrator Evaluation Plan for 2019-20 and Select ARC Community Members (#5)**: Heather Shumaker and Maria Martinez met with Colleen Townsend and Jodi Ogden (who were both part of last year’s Administrator Review Committee) on 12/2/19, and that small group agreed on a recommendation to use a simplified version of the Administrator Evaluation process this year. Specifically, they recommended asking fewer survey questions with a focus on higher-level topics, reducing the number of survey participants, and moving the timeline later in the year. Passed with a motion by Julia U’Ren and a second by Karin Troedsson.

9. **Approve Charter Council Member Orientation and Attendance Policy (#6)**: Passed with a motion by Cheryl Imrie and a second by Amy Oggenfuss.
10. **Approve 8th Grade Overnight Field Trip (#7):** Ami Maunter submitted an overnight field trip request for 8th Grade to go to Santa Cruz from May 3rd-7th, 2020. After a great deal of discussion, Charter Council ultimately decided to hold off taking a vote on this field trip until various questions and concerns have been addressed (primarily regarding potential safety issues, plus a desire for additional clarification about trip activities). Maria Martinez will set up a small-group meeting with Ami Mautner and no more than 3 Charter Council members (to avoid a quorum) to discuss this field trip further, then Ami Mautner can bring a revised proposal back to Charter Council for approval in January.

_Note:_ At this point, Kerstin Menzer left the meeting (before discussion started for Agenda Item #11).

11. **Sign SBS Board of Directors’ Code of Conduct and Ethics (#8):** Heather Shumaker brought hard copies of this document (which was approved at the 11/12/19 Charter Council meeting) for each Charter Council member to sign. (Heather Shumaker collected the signed forms and will file them.)

12. **Review Annual Audit Report for 2018-19 School Year (#9):** Maria Martinez reviewed the annual audit report for 2018-19 with Charter Council and shared that no findings were noted.

13. **Review Progress on PIR Plan (#10):** TABLED.

14. **Review LCAP Timeline (#11):** Maria Martinez reviewed the timeline for this year’s Local Control and Accountability Plan, which calls for surveys being distributed in March and the final LCAP being sent to NVUSD by 7/1/20.

15. **Administration Update (#12):** Maria Martinez shared updates, including:
   - Enrollment Report (#13)
   - October Financials (#14)
   - Attendance (#15)
   - Community Giving Update (#16)
   - Giving Day Outreach (#17)
   - Site News (#18)
   - SELPA
   - Charter Renewal
   - Upper Grades Math Teacher
   - Anticipated Open Positions for Next Year
   - Hiring Committee
   - Incident Notification
   - NVUSD Prop 39 Response re. Enrollment
   - Fire Marshall Inspection

16. **Faculty Update:** Julia U’Ren and Maria Giusti shared updates.

17. **Parent Council Update (#19):** Melissa Haberman shared updates, including:
   - Parent Enrichment
   - Fundraising
   - Upcoming Events

18. **Charter Council Chair Update (#20):** Heather Shumaker shared updates, including:
   - Charter School Board University
   - Charter Council Scribe
   - Charter Council Retreat Planning
Note: At this point, since the meeting was running longer/later than expected, Heather Shumaker suggested that Agenda Item #19 be tabled. Passed with a motion by Amy Oggenfuss 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


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.)


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


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

Note: At this point, since the meeting was running longer/later than expected, Maria Martinez suggested that Agenda Item #22 and #23 be tabled (which eliminated the need to enter / exit closed session). Passed with a motion by Karin Troedsson and a second by Melissa Haberman.

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

22. Public Employee Performance Evaluation (Gov Code Section 54957) (#24): TABLED.
• Title: Administrator

23. Report from Closed Session: TABLED.

24. Confirm Next Meeting and Review Potential Agenda Items: The next Charter Council meeting is scheduled for Tuesday, January 14th, 2020. (Note: The time of the 1/14/20 was extended by an hour <i.e. 5:30-8:30pm> so elements of team building and group bonding can be incorporated, in lieu of November’s cancelled annual retreat.)

25. Adjourn: Heather Shumaker adjourned the meeting at 8:28pm. Verse.

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