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

Members Present: Maria Giusti, Melissa Haberman, Cheryl Imrie, Sonya Luisoni, Amy Oggenfuss (joined during Agenda Item #5), Heather Shumaker, Karin Troedsson, Julia U’Ren (joined during Agenda Item #5)

Members Absent: None

Staff Present: Maria Martinez (Administrator), Kerstin Menzer (Faculty Advisor), Rochelle Valuenzuela (joined during Agenda Item #6 and left at the end of Agenda Item #10)

Public Present: None

Scribe: Heather Shumaker

1. **Verse. Call to Order** at 6:02pm. **Identify Timekeeper:** Maria Giusti.

2. **Approve Agenda:** Heather Shumaker noted that she will be handling Agenda Item #6 (instead of Maria Martinez), Attachments #21a and #21b are being added to Agenda Item #20, and there are no Attachments #12 or #14. Passed (with those revisions) with a motion by Sonya Luisoni and a second by Karin Troedsson.

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

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

4. **Approve Minutes for 03-10-20 (#1), 03-25-20 (#2), and 04-09-20 Meetings (#3):** 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 Absent
   Heather Shumaker Yes
   Karin Troedsson Yes
   Julia U’Ren Absent
5. **Approve 2020-21 School Calendar (#4):** (Amy Oggenfuss and Julia U'Ren joined the meeting during the discussion of this agenda item.) Charter Council reviewed an initial calendar proposal, and discussed potential adjustments to the start and end dates. Karin Troedsson made a motion to postpone formal approval of the 2020-21 School Calendar until our next Charter Council meeting, so Maria Martinez can take it to Faculty Council for input ahead of time. 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  Yes

6. **Approve Enrollment Policy and New Student Orientation Procedures (#5):** (Rochelle Valenzuela joined the meeting during the discussion of this agenda item.) Heather Shumaker went over recent updates to the “Changes to Priority Status” section of the Enrollment Policy. Passed with a motion by Maria Giusti 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

*** At this point, Cheryl Imrie made a motion to discuss Agenda Items #9 and #10 before Agenda Items #7 and #8, so we can utilize Rochelle Valenzuela’s budget expertise and time as effectively as possible. Sonya Luisoni seconded that motion, and all present were in favor. ***

7. **Approve Resolution for Section 125 Premium Only Plan for 2020-21 (#6):** Passed with a motion by Amy Oggenfuss 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

8. **Approve Class Caps for 2020-21 (#7):** Maria Martinez shared that the class cap for next year’s 1st Grade class is being raised from 26 to 28, which will increase our state funding for 2020-21. 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
9. **Discuss 2019-20 Budget Projections (#8)**: Maria Martinez and Rochelle Valenzuela went over the current budget projections for 2019-20, covering some recent adjustments (e.g. removing aftercare revenue for the school closure period, reducing Community Giving donation estimates based on the assumption that some families will be unable to fulfill their pledges due to financial constraints, reducing expenses for substitutes for April and May due to the school closure, etc.). Charter Council discussed various ideas for increasing revenue and decreasing expenses, which will be an ongoing conversation.

10. **Review of Baseline Budget for 2020-21 School Year (#9)**: Maria Martinez and Rochelle Valenzuela shared the initial baseline budget for 2020-21, which uses the 2nd interim budget for 2019-20 as its basis, with various adjustments to revenue and expenses. It currently includes the possibilities of eliminating the music program, freezing salaries for SBS employees, and reducing employee benefits, but additional adjustments are likely when Maria Martinez takes it to Faculty Council for discussion. (Note that the impact of COVID-19 on state funding for 2020-21 is still unknown, but may reduce it significantly.) *(Rochelle Valenzuela left the meeting at the end of this agenda item.)*

11. **Discuss Employee Defined Benefits (#10)**: Maria Martinez and Heather Shumaker explained that this item was on the agenda for two reasons…first, so we could discuss possible benefits changes to reduce expenses for 2020-21…and second, so we could continue the conversation about how to handle payroll for school closures, flex days, etc. We covered the first topic in the discussion of Agenda Item #10 above, and will bring the second topic back to a future meeting.

12. **Discuss Diversity Plan (#11)**: Maria Martinez shared the appendix that was included in our charter renewal petition regarding “Means to Achieve and Maintain Ethnic Balance” so Charter Council members can review it again. (Charter Council will continue discussing how to increase diversity at future meetings.)

13. **Discuss Open Enrollment Timeline for 2020-21 (#12)**: Maria Martinez shared that NVUSD plans to hold their open enrollment period in October-November for 2020. Charter Council agreed that it makes sense for SBS to align our open enrollment timing with the District’s, esp. since it may help increase our diversity. (We had originally intended to make this change during 2019-20, but held off because we hoped to know our campus location for 2020-21 before starting enrollment.) Maria Martinez will bring the actual timeline back to Charter Council for approval closer to the start of open enrollment.

14. **Discuss Charter Renewal Petition Feedback (#13)**: Maria Martinez shared some initial charter renewal petition feedback from one of the NVUSD Board of Education Trustees, which focuses primarily on budget projections, academic performance, and diversity. She has drafted responses to the various concerns that were raised, and will be sending them in soon. (Our charter renewal petition is currently slated to go to the Board of Education for approval at their 5/14/20 meeting.)

15. **PIR Plan Update (#14)**: Maria Martinez shared that our PIR plan has been suspended indefinitely.

16. **Administration Update (#15)**: Maria Martinez shared updates, including:
   - Financials for February (#16)
   - Attendance Report (#17)
   - Community Giving Update (#18)
   - Employee Resignations
   - Hiring Update
   - LCAP Update
• Payroll Protection Plan Update
• SPED Update
• Financial Forecast from NVUSD Management Meeting
• NVUSD Food Service for SBS Eligible Students

17. **Faculty Update re. Distance Learning**: Julia U'Ren, Kerstin Menzer, and Maria Giusti shared updates regarding how distance learning is progressing.

18. **Parent Council Update (#19)**: Melissa Haberman shared updates, including:
   • Fun Run
   • Bottle Rock 3-Day General Admission Tickets

19. **Charter Council Chair Update (#20)**: Heather Shumaker shared updates, including:
   • Possible Additional CC Meetings: April 28, May 26 & June 23

**Closed Session**: Entered at 8:00pm. (Maria Martinez and Kerstin Menzer were invited to participate in closed session.)

20. **Conference with Real Property Negotiations (Gov Code Section 54956.8) (#21, #21a, #21b)**:
   • 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 8:22pm.


22. **Confirm Next Meeting and Review Potential Agenda Items**: The next regular Charter Council meeting is scheduled for Tuesday, 5/12/20.

23. **Adjourn**: Passed with a motion by Cheryl Imrie and a second by Melissa Haberman at 8:23pm.

   **Verse**:
   
   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

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