Woodland Star Charter School welcomes your participation at the School’s Charter Council (Board of Director) meetings. The purpose of a public meeting is to conduct the affairs of the school in public. We are pleased that you are in attendance and hope that you will attend these meetings often.

PUBLIC COMMENT GUIDELINES:

• This meeting will be conducted in accordance with the Brown Act, Government Code Section 54950 et seq.

• This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, please contact Jamie Lloyd, the School’s Administrator, at 707-996-3849 at least three business days before the meeting date.

• Agendas and informational packets are available to members of the public. These are also posted online at: http://www.woodlandstarschool.org/charter-council-documents

• PUBLIC COMMENT INSTRUCTIONS: The public may comment at board meetings. If you wish to speak, please fill out a “Request to Speak” form and hand it to the Board President. Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record.

  1. Items not on the agenda: Each speaker may speak for up to three minutes, with fifteen minutes total allotted for public comment on non-agenda items. Note that the Board cannot discuss items that are not on the agenda and will therefore not respond substantively to comments addressing such items.

  2. Items on the agenda: Before the Board begins its consideration of an agenda item, interested public will have the opportunity to comment on that particular item. Each speaker may speak for up to three minutes with thirty minutes total allotted for public comment on each agenda item. Note: once the Board begins its discussion, the item is closed for public comment unless the Board re-opens public comment.

If you cannot attend: Please submit your public comments in written form to any Charter Council member, or to the Charter Council mailbox in the main office, and your comments will be read during public comment by a council member. Please, no anonymous comments.

<table>
<thead>
<tr>
<th>BOARD MEETING CODE OF CONDUCT</th>
<th>CODE OF CONDUCT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintain open, respectful body language</td>
<td>Share the floor/air time</td>
</tr>
<tr>
<td>Give your full listening attention</td>
<td>Take the high road</td>
</tr>
<tr>
<td>Stand in the other’s shoes</td>
<td>Monitor your inner thoughts</td>
</tr>
<tr>
<td>Use a normal tone of voice</td>
<td>Give each other the benefit of the doubt</td>
</tr>
<tr>
<td>Don’t interrupt</td>
<td>Don’t talk behind others’ backs</td>
</tr>
<tr>
<td>Use respectful language</td>
<td>Express gratitude and appreciation</td>
</tr>
<tr>
<td>Own your mistakes</td>
<td></td>
</tr>
</tbody>
</table>

Agendas are available to the public at the meetings, or online: http://www.woodlandstarschool.org/charter-council-documents. The agendas are posted online and at school 72 hours before every regular meeting. All meetings are conducted in accordance with the Brown Act, Governance Code Section 54950 et seq.
WOODLAND STAR CHARTER SCHOOL
REGULAR MEETING OF THE CHARTER COUNCIL

February 12th, 2018
Woodland Star Charter School
17811 Arnold Dr, Sonoma, CA 95476

MINUTES

• Procedural (6:30 pm)
  A. CALL TO ORDER
     Meeting called to order by Board President at: 6:33pm
  B. ROLL CALL

<table>
<thead>
<tr>
<th></th>
<th>Present</th>
<th>Absent</th>
</tr>
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<tbody>
<tr>
<td>Robert Stewart,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Robert S)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brooke Sevenau,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Brooke S)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ben Smith,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Ben S)</td>
<td></td>
<td></td>
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<tr>
<td>Sheryl Elshout,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Sheryl E)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laela French,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Laela F)</td>
<td></td>
<td></td>
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<tr>
<td>Bill Kobabe,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Bill K)</td>
<td></td>
<td></td>
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<tr>
<td>Maythe Ortiz,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Mayte O)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kathleen Pearl,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Kathleen P)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marika Schamoni,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>(Marika S)</td>
<td></td>
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</table>

C. Designate a timekeeper for meeting: Laela French

• Procedural
  A. ADJUSTMENT OF AGENDA (if any)

• Consent Agenda Items (6:35 pm)
  All matters listed under the consent agenda are considered by the Board to be routine and will be
  approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board
  member for further discussion or removed from the agenda, there will be no discussion of these items prior to the
  Board voting on them.

  A. MINUTES, JANUARY 10th, 2017 REGULAR MEETING
  B. JANUARY 2018 REGULAR WARRANTS AND EXPENDITURES
  C. FEBRUARY 12th, 2018 AGENDA

  Staff Recommendation: Approve all consent agenda items

<table>
<thead>
<tr>
<th>Action:</th>
<th>Approve all Consent Items</th>
<th>Ayes: 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motioned by:</td>
<td>Marika</td>
<td>Nays: 0</td>
</tr>
<tr>
<td>Seconded by:</td>
<td>Sheryl</td>
<td>Abstain</td>
</tr>
</tbody>
</table>

Notes on vote above:

February 12th, 2018 Board Agenda – Regular Meeting
• Communications (6:45pm)

A. READ OFFICIAL CORRESPONDENCE (if any):
B. PUBLIC COMMENT (If a member of the public plans to speak during this time, please be sure to read the meeting guidelines on page 1 and fill out a Request to Speak form and hand it to the Board President. Public comment is divided into two sections (Non-agenda items, and agenda items). Please indicate your topic on the Request to Speak form. Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record. Note: the Board cannot discuss items that are not on the agenda and will therefore not respond substantively to comments addressing such items.

• Information Items - Reports and other items scheduled for information & discussion (7:00 pm)

1. LCAP Review Update – 10 min (Robert Bucher)
   -Outreach, Goals, Revision ongoing. 1st Draft April. Due June 15th.
   -Meaningful Goals: EL, Technology – Smarter balance on computer 3-8th. Off of paper/pencil., plan to train students on use of computers, Language Arts, Benchmarks – not meeting original purpose?, move goal w/ faculty goals – how to use, train technology, use smarter balance to identify students not meeting standards – curative education, code of compassion.

2. Administrator Report – 10 min (Jamie)
   -Enrollment very good. Kinder open house well attended. 18 Families – lottery complete. Expecting to be full next year.
   -Wed. Meeting - 121 People signed in. 1 Negative comment but all the rest positive.
   -North Bay Administrators Meeting: Many discussions including, admin/office structure, fundraising, etc.
   -Gave input on Superintendent search. What qualities, district shortcomings.
   -4 Suspensions in last couple of months. 2 extreme behavior toward teacher, accumulated behavior reports. Will have two admins sign off on all suspensions.
   -Substitute list in Dropbox. Identify by subscribe to edjoin to advertise, word of mouth. Jamie/Rob interview, fingerprint DOJ background check.
   -Admin. Finance met last week. 2 applicants for additional members. Jessica Strachan was asked to join.
   -Hiring committee starting after break. Only known position 1st grade. Not all intentions to return received. Have until Friday.
   -Concerns about Admin office structure. Gathering different school job descriptions. Budget for office team. In May have outline of team for board approval, draft for discussion in April.

3. Board Development Retreat – 5 min (Robert)
   -What is a retreat? When?
   -June? off site or on?
   -Brook & Robert to explore and bring more information

4. Charter Renewal Update – 10 min (Jamie L)
   -Reviewed document with district.
   -On agenda to develop updated MOU with district.
   -Suggested asking Altimira about student increase. They are OK.
   -Submittal March 9th. District has 60 days to analyze and approve. Three meetings to potentially put on their agenda March 13th, April 17th, May 8th. May need special meeting to approve final submittal.
5. **Board position: Community Member at Large** – 5 min (Robert)
   - Marika stepping aside. Seeking names. Robert/Marika/Brooke to discuss and make suggestions on what we should be looking for in potential members.

6. **Parking/drop-off safety** – 5 min (Jamie)
   - Volunteer to help with drop off starting after break.

7. **Charter Council Strategic Plan Goals** – 15 min (Robert and Jamie)
   - Review all school groups goals.

8. **Discuss protocol for hiring classified positions** – 15 min (Jamie)
   - Classified are specialty teachers i.e., music, woodworking, etc.
   - When to hire aide? 28 students or more get assistant and/or discretion of administrator.
   - Two Classes when Jamie hired assistant and why. How that decision happened and how it relates to budget. Class needed extra help., teacher needed temporary help that turned into more permanent as class size increased.
   - Strings program concerned about attendance and class management, lack of progress. Jamie decided to stop program.
   - Protocol: Announce the hiring need, if within budget, check with Ed Director and Business Manager then OK. If above $2500 out of budget bring to Charter? All terminations run by Charter before finalized.
   - Will come back with specific policy.

9. **Faculty Report** – 5 min (Kathleen P and Bill K)
   - Lots of sick kids/teachers.
   - Working on goals.
   - Conferences next week.
   - Class play season.

10. **Parent Association Report** – 5 min (Brooke S)
    - PA meetings have lots excited parents energy, volunteers.
    - Charter elections orientation meeting April 23rd 6pm. Criteria for appointed / voted in seats?
    - Will review and recommend criteria and advertisement for board seat.

11. **Padres Unidos Report** – 5 min (Maythe O)
    - Review letter from Padres Unidos regarding prejudice, discrimination, indifference amongst school families. Jamie/Robert/Faculty to visit Padres Unidos to discuss.

12. **Ed Foundation Report** – 5 min (Sheryl E.)
    - Final Jog a thon--$13,800
    - Sponsorships $11,500
    - Pledges Last year $101k, $47k, $102k pledged.
    - How CC help WSEF?

13. **Other Committee Reports** – 10 min

   • **Items Scheduled For Action and Discussion (8:40 pm)**

   1. **Consider approval of Policy: Field Trip funding revision 2018-19:** - (Jamie)
      Staff Recommendation: **Consult by faculty council for input.**

      | Action: | Ayes: |
      |--------|------|
      | Motioned by: | Nays: |
      | Seconded by: | Abstain: |
Notes on vote above:
Discussed and tabled until next meeting.

2. **Consider approval:** Approve the audit contract for 17-18 from Chavan and Associates.
   
   **Staff Recommendation:** Approve confirmation.
   
<table>
<thead>
<tr>
<th>Action:</th>
<th>Motion to approve Confirmation</th>
<th>Ayes: 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motioned by:</td>
<td>Ben</td>
<td>Nays: 0</td>
</tr>
<tr>
<td>Seconded by:</td>
<td>Laela</td>
<td>Abstain:</td>
</tr>
</tbody>
</table>

Notes on vote above:
-Bill & Kat not present for vote.

- **Recess to closed session (9:00 pm)**

Board to consider and/or take action on any of the following:

1. **Legal, Hiring and Personnel Matters** with respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957:
2. **PUBLIC EMPLOYEE EVALUATION:**
3. **PUBLIC EMPLOYEE EMPLOYMENT/HIRING:**

1. **Reconvene and ratify closed session decisions**

<table>
<thead>
<tr>
<th>Action:</th>
<th>Motion to ratify closed session items.</th>
<th>Ayes: 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motioned by:</td>
<td>Brooke</td>
<td>Nays: 0</td>
</tr>
<tr>
<td>Seconded by:</td>
<td>Robert</td>
<td>Abstain:</td>
</tr>
</tbody>
</table>

Notes on vote above:
-Marika & Maythe not present.

**NEXT MEETING:** REGULAR MEETING: **March 14th, 2017**

- **Items for future agenda:**
  - Review Community at Large
  - Review and recommend criteria and advertisement for board seat
  - Padres Unidos concerns.
  - How to assist WSEF.
  - Field trip funding / fund raising policy
  - Evaluations
  - Board Development
  - Teacher Development
  - Policy for Admin Spending.

- **Closing Verse:**
  
  “A healthy social life is found, when, in each individual, the whole community finds its reflection, and when, in the community, the virtue of each one is living.”

- **Adjourn meeting at:**

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February 12th, 2018 Board Agenda – Regular Meeting