

**Wildflower Open Classroom**  
 Board of Director's Meeting  
 June 14, 2017  
 2414 Cohasset Road, Chico, CA 95926  
 Minutes

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Jillian Hopewell	✓ _____	_____
Jonas Herzog	✓ _____	_____
Ellie Ertle	✓ _____	_____
Sierra Grossman	✓ _____	_____
Christina Cassidy	✓ _____	_____
 <b>School Director</b>		
Tom Hicks	✓ _____	_____

**Meeting begins at 5:04 pm**

1. Call to Order (Introductions)
2. Additions and Deletions to the Consent Agenda
3. **CONSENT AGENDA**
  - 3.1 By Consent, approve minutes from 05/15/17 WOC Board regular meeting
  - 3.2 By Consent, approve minutes from 05/31/17 WOC Board special meeting
  - 3.3 By Consent, approve Monthly Financial Report

**S. Grossman made a motion to approve all consent agenda items except 5/17/17 Minutes, J. Herzog seconded; all approved (passes unanimously).**

**REGULAR AGENDA**

4. Items removed from the Consent Agenda for Board Consideration or Urgent changes to the regular agenda:
  - 5/17/17 Minutes reviewed – edits included

**E. Ertle made a motion to approve 5/17/17 Minutes with edits suggested, J. Herzog seconded; all approved (passes unanimously).**
5. Public Comments:
  - M. MacDonald (Teacher/Guest) as for the following items to be consider for the budget in the next year:
    - RazKids – K-6<sup>th</sup> reading program; leveled books online & 10Marks – math program to have these programs not expire but continue through the summer. The school may be able to get a good rate for a 15 month subscription then just a 12 month and then students and families can use them over the summer period.
    - Bitsa – Clear teacher credential – will need for new teachers; would like consider for regular budget item.
  - M. MacDonald would like to hear if the Board and Director will be developing a Succession Plan and a Path to Leadership – want to look at for next 5 years- increase admin tasks and decrease teaching time; want for own personal and professional growth.
    - To be added to the August Agenda

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- No action taken.
6. Leave Policy Review & Discussion (J. Hopewell)
- Discussion and presentation by D. Dahlgren (teacher/guest).
  - Board Chair expressed needing to research and developing a policy for the whole school.
  - BOD Ad Hoc Committee on Leave Policy- Sierra, Jonas, and Melissa
  - Request for this topic to be added for a Closed Session at the August Agenda.
  - No action taken.
7. Board Calendar & Oversight Checklist (C. Cassady)
- Discussed draft items for 2017-2018 BC&OC.
  - Review at August BOD Meeting.
  - No action taken.
8. Board Positions (J. Hopewell)
- Discussion and suggestion made to transition chair positions; they will remain the same for now.
  - C. Cassady, Board Secretary; J. Hopewell, Chair; J. Herzog, Treasurer and Board Members will include S. Grossman and C. Roady.
- S. Grossman made a motion to accept current board positions as assigned; J. Herzog seconded; all approved (passes unanimously).**
9. Survey Review
- Discussed and reviewed; results should lead board goals for next year and discussion at the BOD Retreat in August
  - Should guide agenda for first town hall meeting
  - T. Hicks to have raw data – spreadsheets to be sent to staff and teachers
  - No action taken.
10. LCAP 2017-2018
- Reviewed 2017-2018 Goals and Actions drafted.
- E. Ertle made a motion to accept LCAP revisions and edits as presented and with additional edits suggested; S. Grossman seconded; all approved (passes unanimously).**
11. Initial Budget 2017-2018
- Reviewed budget; discussed annual projections and actuals.
- J. Herzog made a motion to accept the final budget as presented; S. Grossman seconded; all approved (passes unanimously).**
12. Teacher Evaluations
- Reviewed teacher evaluations report from Director.
  - Recommendations from BOD Members and Teachers present included building in more time for completion for teachers; idea to share what each teacher's goals are to ensure sharing of professional opportunities; review actual form and look at streamlining the form.

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- Review at August BOD Meeting or BOD retreat.
- No action taken.

13. BOD Goals & Objectives (C. Cassidy)

- Reviewed and discussed; tabled to BOD Retreat
- No action taken.

14. Measure K Update (T. Hicks)

- Measure K Committee meetings at least once per week for 2 hours.
- Developing list of projects and plans.
- T. Hicks to develop ideas and set up subcommittees to cover the various locations around the school which will benefit from these purchase orders.
- No action taken.

15. Director & Enrollment Report (T. Hicks)

- Enrollment remains the same. 5/6 classroom configuration is being worked out and both classrooms will be multi-age to include 5/6.
- After school position has been posted; vacant now because after school coordinator is going back to teaching. Kindergarten after school is in development and plan is to go from 12:30-2:30 aftercare.
- Onboarding Summer Institute – Overarching structure was distributed to those in attendance. Start date is in July; stipends will be provided to new teachers to attend.
- Students as Partners –teachers provided information; plan to review list of what we can do better. Review progress at August BOD Meeting.
- Website development- work tentatively planned to be done by August.
- Social emotional now action item in LCAP.
- ED tech – worked with us on Assessment Analytics Program; update at August Meeting.
- No action taken.

16. Closed Session: Director Evaluation (T. Hicks)

17. **Adjournment:**

Meeting adjourned at 9:20pm. Next BOD regular meeting: June 22<sup>nd</sup> at 6:00pm.  
Respectfully submitted by C. Cassidy, Board Secretary

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**Signature**

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**Date**