

Wildflower Open Classroom
 Board of Director's Meeting
 September 20, 2017
 2414 Cohasset Road, Chico, CA 95928
 Minutes

Board Member	Present	Absent
Jillian Hopewell	✓ _____	_____
Jonas Herzog	✓ _____	_____
Caroline Roady	✓ _____	_____
Sierra Grossman	_____	✓ _____
Christina Cassidy	_____	✓ _____
 School Director		
Tom Hicks	✓ _____	_____

Meeting begins at 6:04pm

1. Call to Order (Introductions)
2. Additions and Deletions to the Consent Agenda
3. **CONSENT AGENDA**
 - 3.1 By Consent, approve minutes from 08/20/17 WOC Board regular meeting
 - 3.2 By Consent, approve minutes from 08/20/17 WOC Board retreat special meeting
 - 3.3 By Consent, approve Monthly Financial Report

J. Herzog made a motion to approve all consent agenda items; C. Roady seconded; all approved (passes unanimously).

REGULAR AGENDA

4. Items removed from the Consent Agenda for Board Consideration or Urgent changes to the regular agenda: None
5. Public Comments: None
6. Board Calendar & Oversight Checklist (C. Cassidy)
 - Reviewed 2017-2018 BC&OC. No edits
 - No action taken.
7. Summer Institute, Teacher Training & Professional Development Plan (T. Hicks)
 - Discussed process whereby L. Holm and S. Hughes did research and visited other open classroom sites. They created a "Draft WOC Teacher Institute – Overarching Structure".
 - Results: teachers felt very connected, eager and positive as a team.
 - Focused on two Pillars: The Webbing Way and Ownership & Personal Responsibility
 - Developed practicum to be completed over the school year (e.g., teacher training with a coach)
 - Year 1-3 not completely set yet but in development as this process unfolds.
 - Still need to develop a succession plan for the leadership of the Summer Institute.

Wildflower Open Classroom
Board of Director's Meeting
September 20, 2017
2414 Cohasset Road, Chico, CA 95928
Minutes

8. Leave Policy Review & Discussion (J. Hopewell)
 - BOD Ad Hoc Committee on Leave Policy- Sierra, Jonas, and Melissa
 - Committee has met twice and will meet another time to review feedback and come up with parameters.
 - Research has been collected much of this done by M. MacDonald (teacher).
 - Discussed benefits package for the future and retention.
 - Suggestions made that policy should have hard start/stop dates, a minimum leave amount, use of sick leave and coop of benefits.
 - No action taken.

9. Charter School Board University
 - Discussed Section 1
 - To discuss section 2 & 3 at the October Meeting
 - No action taken

10. Town Hall Meeting Discussion
 - Scheduled for 09/27/17 at 5:30pm
 - Discussed meeting agenda/content: review WCC structure; review survey results, discuss LCAP; discuss progress on social emotional program
 - Evite sent; CCC to send remind email out to classroom families
 - Future discussion as to amending WOC Bylaws to include WCC Co-Chair as BOD position. (Discuss at Oct./Nov. Mtg.)
 - No action taken.

11. Use Permit Update
 - Meeting planned for 9/25 with City Planning Dept. for future planning; goal is to get full permit past 180 student maximum. Postponed to 10/05/17 – J. Herzog and T. Hicks attended.
 - Update at October BOD Meeting.
 - No action taken.

12. Unaudited Actuals 2017-2018
 - Audit set for 10/23/17, audit prepare by December 2017

J. Herzog made a motion to approve the proposed unaudited actuals for 2017-2018; C. Roady seconded; all approved (passes unanimously).

13. Form 700
 - Discussed that liability and penalties would fall on the individual board member if there was a conflict.
 - T. Hicks created a fact sheet to give information to BOD Members – generally this form applies to elected officials and it is a privacy issue- as BOD members we are not publically elected which leaves us in a grey area. BOD needs to be educated.
 - Individual decision; cost ~\$100 to file, up to 5K if caught in a conflict and did not file.
 - Revisit at October Meeting.

Wildflower Open Classroom
Board of Director's Meeting
September 20, 2017
2414 Cohasset Road, Chico, CA 95928
Minutes

- No action taken.
14. Proposed Bylaw Revisions
- Discussed changes proposed.
- C. Rody made a motion to approve proposed bylaw revisions with edits noted; J. Herzog seconded; all approved (passes unanimously).**
15. Board of Director's Job Descriptions Review
- Discussed proposed revisions to the BOD Job Descriptions.
- C. Rody made a motion to approve BOD Job Description revisions with edits noted; J. Herzog seconded; all approved (passes unanimously).**
16. Ad Hoc charter Renewal Committee (C. Cassidy)
- Progress is being made on Charter Document update for renewal submission. Update at Oct. Mtg.
 - No action taken.
17. Conflict Resolution Training (T. Hicks)
- Reviewed resources available to bring Conflict Resolution Training to WOC.
- C. Rody made a motion to approve Conflict Resolution Training for instructional and administrative staff not to exceed \$3000; J. Herzog seconded; all approved (passes unanimously).**
18. School Initiatives (J. Hopewell/ T. Hicks)
- Plan to bring these initiatives to the Town Hall Meeting-J. Herzog to present and discuss.
 - No action taken.
19. Social Emotional Curriculum (T. Hicks)
- Plan to discuss and present at Town Hall Meeting
 - Will show resources and discuss Mindfulness; staff will be trained in Nurtured Heart.
 - No action taken.
20. Set Agenda for October BOD Meeting/Work Session (J. Hopewell)
- Plan to discuss the following: Charter Renewal, LCAP and CAASP among other things.
 - No action taken.
21. Measure K Update (T. Hicks)
- Plan to meet again in October with Charter School Measure K BOD – county wide
 - Staff have contributed to space and funding expenditure ideas
 - No action taken.
22. Director & Enrollment Report (T. Hicks)
- Staffing update – there will be a 7/8 sub on Friday 9/22
 - Current Enrollment – 169 students enrolled; 13 on wait list

Wildflower Open Classroom
Board of Director's Meeting
September 20, 2017
2414 Cohasset Road, Chico, CA 95928
Minutes

- Discussed that no CAASP are available yet- more in depth discussion at October Meeting
- T. Hicks reviewed progress on website and App; more details will be provided at Town Hall Meeting
- Teacher Evaluations for 2017-2018: Update will be provided at October Mtg.
- No action taken.

23. Closed Session for Review of School Director Evaluation

- Plan to have follow up Special Meeting
- No action taken.

24. **Adjournment:**

Meeting adjourned at 8:00pm. Next BOD regular meeting: October 18th at 8:00am.
Respectfully submitted by C. Cassidy, Board Secretary

Signature

Date