

**Wildflower Open Classroom**  
 Board of Director's Regular Meeting  
 May 23, 2018  
 2414 Cohasset Road, Chico, CA 95928  
 Minutes

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Jillian Hopewell	_____	_____ ✓
Jonas Herzog	_____ ✓	_____
Caroline Roady	_____	_____ ✓
Sierra Grossman	_____ ✓	_____
Christina Cassady	_____ ✓	_____
 <b>School Director</b>		
Tom Hicks	_____ ✓	_____

**Meeting begins at 8:07 am**

1. Call to Order (Introductions)
2. Additions and Deletions to the Consent Agenda

**3. CONSENT AGENDA**

- 3.1 By consent, approve the minutes from the 04/18/18 regular meeting
- 3.2 By consent, approve BOD Calendar & Oversight Checklist
- 3.3 By consent, approve the monthly financial statements
- 3.4 By consent, approve Concern & Conflict Resolution Process
- 3.5 By consent, approve Attendance Policy
- 3.6 By consent, approve removal of Family Life & Sex Education Policy
- 3.7 By consent, approve Independent Study Policy, Guidelines and Regulations
- 3.8 By consent, approve Select ion of Education Materials Policy,
- 3.9 By consent, approve Travel Expense Policy
- 3.10 By consent, approve Whistle Blower Policy

**S. Grossman made a motion to approve the consent agenda except for the Conflict & Concern Resolution, Attendance Policy, Family Life & Sex Ed Policy, Independent Study policy elements which were pulled; C. Cassady seconded; all approved (passes unanimously).**

**REGULAR AGENDA**

4. Items removed from the Consent Agenda for Board Consideration or Urgent changes to the regular agenda:
  - Pulled Concern & Conflict Policy, Attendance Policy, Family Life & Sex Ed Policy, and Independent Study Policy off Consent Agenda.
  - Adjusted agenda order to move Board Level Fundraising to item #8.

**S. Grossman made a motion to approve the updated Concern & Conflict Policy, the proposed Attendance Policy, removal of the Family Life & Sex Ed Policy, and the proposed Independent Study Policy as discussed; J. Herzog seconded; all approved (passes unanimously).**

5. Public Comments:

- None

6. Classroom Report: (Nikki Ramey)

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- Niki reviewed what was happening in her classroom:
  - Heroic Journey- tonight is the ending ceremony for this year long program.
  - San Francisco – WOC Scavenger Hunt tomorrow, will include the Holocaust Center, and then next week they will go on an overnight backpacking trip.
- No action taken.

7. Student Led Leadership League: (Lindsey Serrao)

- Website page has been developed on the WOC website page so anyone can know what is being worked on.
- Students are asking for more time for Leadership League.
- Students run meetings and Lindsey is just in attendance. There is a SLL Google Classroom, which includes all that the kid's work in progress.
- Students are working on development a Dance Committee.
- Newspaper Committee has been approved and now developing.
- No action taken.

8. Board Level Fundraising (T. Hicks)

- BOD Level fundraising and how music festival fits in.
- Steps- clarify what is BOD Level Fund (who is in charge of, what liable for, what of roles of BOD in BOD Level Fundraising); then connect with Music Festival Committee and BOD.
- Idea to do a BOD Level structure audit and review of fundraising structure.
- No action taken.

9. Benefits Audit (T. Hicks)

- Working on the budget; salary schedule and health benefits.
- Revisit during June BOD Meeting.
- No action taken.

10. Proposed Insurance Broker Change (T. Hicks)

- Discussed Healthy Solutions as the direction WOC wants to go.

**S. Grossman made a motion to approve switching brokers to Healthy Solutions; J. Herzog seconded; all approved (passes unanimously).**

11. Communications Audit: (T. Hicks)

- Audit process is moving forward and making progress.
- Surveys are divided by School Community and Teachers/Staff.
- Plan to distribute after school climate surveys are closed and to staff/teachers survey will go out tomorrow.
- Results to be reviewed at BOD Retreat or before.
- No action taken.

12. Use Permit

- J. Herzog has had phone with property owners of Spiteri's and will meet in person.

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- Revisit topic in June BOD Meeting.
- No action taken.

13. Budget Timeline

- Reviewed edit suggestions for timeline.

**J. Herzog made a motion to approve the edits of the Budget Timeline; S. Grossman seconded; all approved (passes unanimously).**

14. Town Hall Priorities (T. Hicks)

- Discussed that "Town Hall Meeting Priorities" may actually be priorities from school climate survey. Discussed making it clearer next year what "priorities" have come out of the Town Hall Meeting.
- Going forward- First/Fall Town Hall Meeting (THM) needs to include prior year's survey results citing top 3 suggestions and get alignment during the THM and from there go for publicly stating "Town Hall Priorities".
- No action taken.

15. Survey Results (T. Hicks)

- Discussed survey results from school climate survey. Communication survey going out soon.
- Alumni survey and staff surveys to go out tomorrow.
- No action taken.

16. Draft Initial Budget 2018-2019 (T. Hicks)

- Review budget and synopsis; questions discussed.
- J. Hopewell to oversee wage analysis for the ED with CBO.
- Discussed how enrollment is impacting budget; how portable leases impact budget; review salary increases; reviewing SELPA.
- No action taken.

17. Local Control Accountability Plan (T. Hicks)

- Reviewed LCAP Annual Update Summary and the New Goals Summary.
- No Action taken.

18. Educator Effectiveness Grant (T. Hicks)

- Discussed Educator Effectiveness Grant Final Expenditure Report.

**S. Grossman made a motion to approve the Educator Effectiveness Grant Final Expenditure Report; J. Herzog seconded; all approved (passes unanimously).**

19. Measure K Update: (T. Hicks)

- Update provided: Walk through has been done and task list all categories covered has begun.
- No action Taken.

20. Enrollment Report: (T. Hicks)

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- a. Enrollment increased from 160 to 161. Added one kindergarten student.
- b. Budget set for 161.
- c. No action taken.

21. Directors Report (T. Hicks)

- a. CAASSP was done last week. Morgan did a very good job.
- b. End of year BBQ 11-1:00pm a Hawaiian luau theme
- c. Graduation Wednesday, 6/6; End of year Celebration – 6:00pm Thursday, June 7<sup>th</sup>
- d. BOD University to be discussed at June BOD Meeting.
- e. Music Festival Follow up: After Action Report will be provided to the BOD at June BOD Meeting.
- f. Follow up: Ideas to implement “Action Reports” to assist with future communications to be discussed at June BOD Meeting.
  - No action taken.

22. Charter Nation (T. Hicks)

- Charter Nation will be reviewed during June BOD Meeting.
- Discussion tabled.
- No action taken.

23. BOD Election Process (T. Hicks)

- a. BOD members in attendance reviewed results of the BOD Election. The 3 candidates were Daedalys Wilson, Jonas Herzog and Sierra Grossman who all received votes to hold positions on the WOC BOD.
- b. The election results will be reviewed and acknowledged at the June BOD Meeting by the full BOD.
- c. No action taken.

24. Draft 2018-2019 BOD Calendar & Oversight Checklist (C. Cassady)

- a. Briefly reviewed. Additional discussion tabled until June BOD Meeting.
- b. No action taken.

25. Charter Renewal MOU with CUSD (T. Hicks)

- Discussed draft MOU.
- Revisit June BOD Meeting.
- No action taken.

26. BOD and School Initiatives & Objectives 2017-2018 (T. Hicks)

- Discussion tabled until June BOD Meeting.
- No action taken.

27. **Adjournment:**

Meeting adjourned 12:00 pm. Next BOD Regular Meeting: June 13, 2018 at 6:00pm.  
Respectfully submitted by C. Cassady, Board Secretary

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**