

Silver Oak High School - Board of Directors Minutes

Thursday, November 14, 2019 @ 6:00PM

Golden Oak, 2652 Vergil Court, Castro Valley, CA 94546



1) Call to Order

6:00pm

The meeting was called to order at 6:02 pm by TB

a) Attendance

A – Absent, AA – Apologized Absence, C – Call-In, P – Present, T – Tardy, U – Unable to Reach

Silver Oak HS Board members

| | | | | | |
|-------------------|---|---------------|---|-----------------|----|
| Bauer, Tom | P | Eckart, Helga | P | Pagel, Chris | T |
| Bichard, Murielle | P | Gayle, Steve | T | Stolz, Alissa | AA |
| Cespedes, Vinnie | P | McMahon, Rick | P | Warden, Delisle | T |

⇒ Meeting confirmed as quorate

Golden Oak Board members

| | | | | | |
|------------------------|---|------------------|----|--------------------|----|
| Compani, Amy | P | Madison, Nikitha | P | Rodriguez, Kristin | AA |
| Casquejo Johnston, Luz | P | Morales, Mynor | AA | Schenone, Joe | AA |
| Espinosa, Jorge | P | Munoz, Nayir | P | Stearns, Roman | P |

b) Reading of Silver Oak Mission Statement by Murielle Bichard

c) Acknowledgements

- EB thanked Rick for his presence at every finance & facilities meeting this last month.

2) Public Comment

There was no public comment.

3) Approval of the Joint Meeting Agenda

| | | | | | |
|----------|-------------------|----------|--|-------------|-------------|
| Approved | Motion to Approve | Seconded | In Favor - 12 | Opposed - 0 | Abstain - 0 |
| YES | JE | MB | TB, MB, VC, HE, SG, RM AC, LC, JE, NMA, NMU, RS | | |

4) Items for Joint Meeting Discussion

a) Guest Speaker – Joy Brown (Introduction, Development Director)

Joy has been hired by both schools. Her goal is to work on grant writing to cover some program and operational cost (field trips / buses, electives, internships, intercessions), as well as overview all fundraising activities. She plans to write a quarterly newsletter, and attend GO PTO meetings. Nov 15th is the kickoff for the donation drive, with reminders on Dec 3rd for Giving Tuesday. She will maintain some relationship with the Capital Campaign committee, if needed, to follow up on some specific donors.

DW arrived.

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b) Charter Work Group Update

6:42pm

CP arrived at 6:48pm.

1. Material Revision – Takeaways from CCSA Hilary Harmssen

CCSA recommended adding grades 1 to 8 to SO petition. Explain why the two schools would like to merge. Have a strategy to approach each HUSD board member ahead of submitting the petition. Admission policy will be revised, and will be presented on the Dec agenda for discussion. Entry levels are 1st, MS and 9th grades. Kindergarten will not be added yet due to keeping accreditation from AMS, who requires a full early childhood program. Some questions were raised on the timeline to add early childhood program, but the focus is first on the merger.

2. Discussion Item – Title of merged organization

Name of the combined school can be changed after HUSD approval.

3. Discussion Item – Proposed Mission and Vision

Mission & Vision can also be updated after HUSD approval. It didn't feel right for some board members to just have SO Mission & Vision in the material revision.

Action item: MB to schedule a meeting to work on providing a combined Mission and Vision. Interested: Amy, Luz, Murielle, Nikitha, and Roman.

c) Capital Campaign Work Group Update

d) Friends of Hayward Public Montessori Board of Directors Update

e) Action Item – Board meeting calendar revision (consider different Thursday)

Action item: AC to send a poll to all board members to help decide on a date. Keep Dec 12th as Campbell & Co is already scheduled to train both boards.

5) Joint Closed Session

7:26pm

The GO and SO Boards will hold a joint closed session in consideration of 54956.8:

Conference with Real Property Negotiators

- Property Location: Hayward, CA
- Agency Negotiator: Joe, Rick, Tom
- Negotiating Parties: Red Hook, SO & GO
- Under Negotiation: Price, Terms, Items essential to arriving at price and terms

6) Convene to Open Session

7:47pm

Reconvene to Open Session at 7:47pm. No action taken in closed session.

7) Adjournment of the Joint Meeting

Adjourn joint meeting. Each board convenes and continues their public meeting.

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8) Approval of the remaining Agenda

7:55pm

| Approved | Motion to Approve | Seconded | In Favor - 8 | Opposed - 0 | Abstain - 0 |
|----------|-------------------|----------|--------------------------------|-------------|-------------|
| YES | SG | DW | TB, MB, VC, HE, SG, RM, CP, DW | | |

9) Consent Agenda

a) Approval of Minutes from the prior Regular Meeting on Thursday, October 10, 2019

b) Communications

1. Treasurer and Finance Committee
2. Governance Committee
3. Principal's Report

c) Approval of Amended Title I/II/IV LCAP Addendum

Action item: HE asked status of Safety Comprehensive Plan. Elaine will provide information for December board meeting.

| Approved | Motion to Approve | Seconded | In Favor - 8 | Opposed - 0 | Abstain - 0 |
|----------|-------------------|----------|--------------------------------|-------------|-------------|
| YES | SG | RM | TB, MB, VC, HE, SG, RM, CP, DW | | |

10) Items for Board Consideration

a) Election of Board Officer (Secretary, from November 14th 2019 to June 30th 2022)

Motion: Elect Murielle Bichard as Secretary.

| Approved | Motion to Approve | Seconded | In Favor - 7 | Opposed - 0 | Abstain - 1 |
|----------|-------------------|----------|----------------------------|-------------|-------------|
| YES | TB | RM | TB, VC, HE, SG, RM, CP, DW | | MB |

b) Election of Board member Emeritus (Steve Gayle nominated) => Tabled

c) Approval of to open new bank accounts at Fremont Bank, with Rick McMahon (Treasurer) and Elaine Blasi (Principal) as authorized signatories.

Motion: To open new bank accounts at Fremont Bank, with Rick McMahon and Elaine Blasi as authorized signatories (see drafted resolution for details).

| Approved | Motion to Approve | Seconded | In Favor - 8 | Opposed - 0 | Abstain - 0 |
|----------|-------------------|----------|--------------------------------|-------------|-------------|
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11) Items for Discussion

- a) Presentation of the California School Dashboard Local Indicators

No report to present, as the deadline was missed. In the CDE narrative section, a link to Silver Oak web site will be added, describing all the information needed for the Local Indicators report. Advice from CCSA is to also send a letter to HUSD explaining the situation.

- b) Board self-evaluation results

VC left.

As part of the results, the use of the committees was discussed (Audit, Executive, Finance, Fundraising, Governance, ~~and Nominating~~). It seems this is useful to have those committees, whose members are more knowledgeable about specific topics, going more in details in separate meetings (instead of using board meeting time) and are able to make recommendations to the full board. No change until the merger.

- c) Updated 2019-2020 budget in prevision of the 1st Interim report

Questions were asked about enrollment and ADA numbers. Enrollment keeps fluctuating. Budget is using 60% as unduplicated students, but it's only 56% (as stated in the updated executive summary of the material revision). A revised budget will be provided to the Finance Committee for their meeting on Monday November 18th.

12) Adjournment

8:55pm

| Approved | Motion to Approve | Seconded | In Favor - 7 | Opposed - 0 | Abstain - 0 |
|----------|-------------------|----------|----------------------------|-------------|-------------|
| YES | TB | SG | TB, MB, HE, SG, RM, CP, DW | | |

Notices: Silver Oak High School, a Public Montessori Charter School, is nonsectarian in all its programs, admissions policies, employment practices, and all other operations. The school does not discriminate against any person on the basis of ethnicity, national origin, gender, or disability. In compliance with the Americans with Disabilities Act (ADA) and upon request, Silver Oak may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals, who require appropriate alternative modification of the minutes in order to participate in Board meetings, are invited to contact the School at (510) 370-3334.