

Silver Oak High School - Board of Directors Minutes

Thursday, February 6, 2020 @ 6:00PM

Silver Oak, 22100 Princeton St, Hayward, CA 94541



1) Call to Order

6:00pm

The meeting was called to order 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	P
Bichard, Murielle	P	Gayle, Steve	AA	Stolz, Alissa	AA
Cespedes, Vinnie	P	McMahon, Rick	T	Warden, Delisle	T

⇒ Meeting confirmed as quorate

Golden Oak Board members

Compani, Amy	P	Gordon da Cruz, Cynthia	P	Rodriguez, Kristin	P
Casquejo Johnston, Luz	P	Madison, Nikitha	A	Schenone, Joe	P
Den Hartog, Doug	T	Morales, Mynor	A	Stearns, Roman	P
Espinosa, Jorge	T	Munoz, Nayir	A		

b) Reading of Mission Statements, by Amy Compani and Murielle Bichard.

c) Acknowledgements

- LJC thanked Elaine, Yanira and Jen for drafting 2 separate material revisions.

- TB & EB thanked Rick & Vinnie for organizing Silver Oak Crab Feed (Feb 8th 2020).

JE and DDH arrived.

2) Public Comment

Jennine Blackmon Powell (GO Staff) requested clarification from the school administration regarding the following questions, in view of the merger:

- Credentials for Middle School teachers: single or multiple subject credentials; AMS or AMI Montessori credentials? What is the financial contribution from the school and the amount of time to acquire those credentials? What is considered the 1st year of employment? Is it based on the merger date or original hired date?

- Expectation of Montessori requirements for support staff.

Action item: EB to draft written answers (before April, when staff needs to make a decision on returning for next school year).

RM arrived.

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3) Approval of the Joint Meeting Agenda

TB proposed a change of order to the agenda, starting with item 4b (approval of the name of preschool), as this name is included in the material revisions (item 4a).

Approved	Motion to Approve	Seconded	In Favor – 14	Opposed - 0	Abstain - 0
YES	JS	KR	TB, MB, VC, HE, RM, CP AC, LCJ, DDH, JE, CGC, KR, JS, RS		

4) Items for Joint Meeting

b) Action Item – Approval of name for preschool mentioned in material revision

DW arrived.

Motion: Approve the proposed preschool name “Hayward Montessori Preschool” for use in the material revision.

Approved	Motion to Approve	Seconded	In Favor – 15	Opposed - 0	Abstain - 0
YES	JE	JS	TB, MB, VC, HE, RM, CP, DW AC, LCJ, DDH, JE, CGC, KR, JS, RS		

a) Action Item – Approval of both Material revisions (1st-12th & TK-12th)

Meeting with Lisa Davies, HUSD Assistant Superintendent Educational Services, has not been possible yet, only with Evelyn Ocasio, HUSD charter schools' liaison.

MB asked to be included in the financial group to review the budget from the material revision, as the provided version needs to be updated with additional details.

Motion: Approve grades 1-12 material revision, based on following:

- Pending legal edits, administrative approval of appendices, and non-substantive edits,
- Boards to be sent final version at least 24 hours before submission to HUSD.

Approved	Motion to Approve	Seconded	In Favor – 13	Opposed - 0	Abstain - 2
YES	JS	KR	TB, MB, VC, RM, CP AC, LCJ, DDH, JE, CGC, KR, JS, RS		HE, DW

Motion: Approve grades TK-12 material revision, based on following:

- Pending legal edits, administrative approval of appendices, and non-substantive edits,
- Boards to be sent final version at least 24 hours before submission to HUSD.

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Approved	Motion to Approve	Seconded	In Favor – 12	Opposed - 0	Abstain - 3
YES	JE	DDH	TB, VC, RM, CP AC, LCJ, DDH, JE, CGC, KR, JS, RS		MB, HE, DW

c) Capital Campaign Work Group update

See Kristin's report and draft marketing brochure provided in the board package.

Some questions were raised about the process followed once a board member provides their list of prospects to the Capital Campaign committee. Board members will be informed before anybody contacts any prospect; in fact board members will receive information to help them initiate the 1st contact.

Action item: Amy/Kristin to resend tracking prospects template to all.

d) Facility Work Group update

After 6 weeks, the lease agreement and guarantee have been finalized and signed.

Tomorrow, a site walk through is organized with the architects submitting bids for the new building (needed for CUP). Neighborhood meeting is planned on Wed Feb 26th. For that purpose, Red Hook will design fact sheets, and present solutions regarding traffic and parking concerns. The goal is to collect feedback.

e) Communication Flow Chart presentation & discussion

Helga explained that her goal with drawing this chart is to understand the interactions between each group. She asked for feedback to ensure it reflects the reality.

Action item: Questions and feedback to be sent to Amy or Murielle.

f) Hayward Public Montessori merged board discussion

Presentation included in the board package, reinforcing the role and expectations of board members. The idea is to envision what the board may look like after the merger. Do we need to hire a consultant to help with that process? If both boards are functioning well, one way is to keep everybody. However having 20 board members is difficult when making big decisions (also attendance, quorum ...). We could rely on natural attrition, or discuss making cuts. Certain skills are required, but no need for duplicates. Also the board responsibility is evolving, with more fundraising. Some board members could serve on a parent advisory committee (to be created).

Action item: Send names of consultants to Tom and Luz by Monday Feb 10th. It's better if they have experience working with schools or non-profits.

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5) Adjournment of the joint meeting

8:15pm

Adjourn joint meeting.

6) Approval of the remaining Agenda

8:34pm

TB made an announcement that it was Delisle last board meeting.

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

7) Consent Agenda

- a) Approval of Minutes from the prior Regular Meeting on Thursday, January 9, 2020
- b) Approval of Minutes from the prior Special Meeting on Tuesday, January 21, 2020
- c) Communications

- 1. Treasurer and Finance Committee
- 2. ~~Governance Committee~~ (no report submitted)

- d) Approval of Bylaws appendices

Motion: Approve the consent agenda, pending changes to the Bylaws appendices to incorporate end of term for DW.

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

8) Items for Board Consideration

- a) Approval of the Comprehensive Safety Plan goals & progress report

Motion: Approve the Comprehensive Safety Plan goals and progress report, pending changes provided by HE.

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

Action item: Signoff from the Safety Committee by March 1st and full version included under consent agenda for March 5th board meeting.

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9) Items for Discussion

a) Parent and Family Engagement draft policy presentation

It is a Title I requirement to develop this policy. Staff was consulted for writing this initial draft. Feedback from parents will be included to this policy. Board approval for final version will be submitted in June.

Action item: Use CDE template to cover all items to include in this policy.

b) WASC strategic planning update for 3-year mid-cycle progress report

Last summer, the strategic board meeting was only about the merger, not about Silver Oak's own strategic plan. It's time to update the strategic plan, and approve it at March board meeting (as part of the WASC progress report). Full visit is planned in 2023, and a self-study will be written for grades 1-8.

Action item: Update strategic plan document for March 5th board meeting.

c) Principal's Report

Decrease in senior numbers, three students left. This prompted a discussion about summer and after school credit recovery, and Silver Oak credits for each subject (like 4 years of Math) for students to maximize meeting graduation requirements.

10) Adjournment

9:15pm

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

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