

# Silver Oak High School - Board of Directors Minutes

Thursday, April 2, 2020 @ 6:00PM

28826 Bailey Ranch Rd, Hayward, CA 94542

<https://global.gotomeeting.com/join/434309845>, or +1 (312) 757-3121, Access Code: 434-309-845



## 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
Bichard, Murielle	P	McMahon, Rick	P
Cespedes, Vinnie	T	Pagel, Chris	P

⇒ 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	P	Schenone, Joe	P
Den Hartog, Doug	T	Morales, Mynor	T	Stearns, Roman	P
Espinosa, Jorge	P	Munoz, Nayir	P		

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

### c) Acknowledgements

- EB thanked SO staff, who implemented distance learning in 24 hours. 100% of seniors have completed their thesis.

VC joined.

## 2) Public Comment

There was no public comment

## 3) Approval of the Joint Meeting Agenda & Joint Consent Agenda

a) Friends of Hayward Public Montessori – Board Meeting minutes – Informational item

b) Hayward Public Montessori – Board advisory consultant update – Informational item

Approved	Motion to Approve	Seconded	In Favor – 17	Opposed - 0	Abstain - 0
YES	AC	JE	TB, MB, VC, HE, RM, CP AC, LCJ, DDH, JE, CGC, NMA, MM, NMU, RS, JS, RS		

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## 4) Items for Joint Meeting

### a) Capital Campaign Work Group update

There are 3 possible choices.

- Continue with the capital campaign, as it is, no change.
- Pause the capital campaign (which is paid until March 31<sup>st</sup>), but Campbell will continue working on the deliverables until April.
- Cancel the contract, until September.

Red Hook will feel more comfortable if capital campaign is paused.

Individual donors won't give to capital campaign at this point. Instead, operational giving will mostly be happening. The way should be to reach out to corporations and foundations to start building relationships. Then they may be more willing to give later towards the capital campaign. Campbell is working with Joy for developing an operating plan to position ourselves with those donors.

Comments and questions:

- Can the in-progress brochure be finished, to be ready when the campaign resumes?
- Goal is to purchase the property. However stopping the capital campaign will not affect the purchase; it may just delay the construction of the secondary building. Possibility to look also at other funding opportunities, to buy Red Hook out.
- Environment has changed in the last 30 days. Even if willingness is present, there is less capacity with the stock market down. The state of California is severely impacted. We have to be realistic about our revenues, and should not even count on operating giving.
- Brochure is focusing on preschool with raising 30 million for that purpose, but unsure about this number; and 10 million for the new building. Explanation is that adding a new building doesn't generate many excitements, if donors want to really make an impact. Partnering with a training program, changing the education model, is something very positive.

### b) Action Item – Campbell & Co relationship and contract update decision

#### **Motion: Pause the Capital Campaign.**

Approved	Motion to Approve	Seconded	In Favor – 17	Opposed - 0	Abstain - 0
YES	JS	JE	TB, MB, VC, HE, RM, CP AC, LCJ, DDH, JE, CGC, NMA, MM, NMU, RS, JS, RS		

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## c) Material revision Work Group update

- Not yet submitted. Mostly tomorrow Friday April 3<sup>rd</sup> or Monday April 6<sup>th</sup>. Young & Minney notified us that the articles of incorporation and bylaws needed to be modified for changing the grades described and the school name. Now they say to revert the school name change. Suggest looking if both materials should be submitted. Recommendation to submit only the material revision for the merger, and do the one for the preschool later, when ready to start. Otherwise material revision could be delayed. Lawyer is Kim Rodriguez.
- Can we merge without HUSD approval? No, due to our governance model. How are schools affected financially? Need to look at both budget. Is HUSD obligated to respond to us? Elaine to continue to ask for a meeting with Lisa Davies.

## d) Facility Work Group update

Red Hook is financially committed. Ratcliff's proposal is still more expensive. Ratcliff reduced their proposal substantially to the point where they no longer would be able to deliver the project to their client's satisfaction. Even though Ratcliff completed many projects in the Bay Area on time and on schedule, Red Hook believed, that they would need to hire a consulting company to oversee Ratcliff's budget management. So Red Hook felt more comfortable to work with BCA. The difference in the proposed architects' proposals would be used to improve the budget for additional features that could be requested by GO & SO. It was Red Hook's decision, but they wanted our consensus. Purchase price of property is locked in.

## e) Campus closures & distance learning update

- Golden Oak update:
  - On Friday March 13<sup>th</sup>, solidified decision to close both schools. Elementary school cannot turn around in 24 hours. Jen listened to the CDE and state officials' recommendations. Researched how to specialize instructions.
  - Week 2: Figured out chrome books, and internet. 45 chrome books lended to students. Once platform was readied, teachers had to practice. Using Google suite, which was first used by MS. Also followed training from AMS.
  - Week 3: Developed staff member weekly schedule. Maintained structure of communication. Teachers are practicing giving individual lessons.
  - Students start their distance learning on April 6<sup>th</sup>.
- Silver Oak update:
  - Distance learning was implemented quickly. Already have one to one Chromebook for each student. There were some internet issues. SPED had follow

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up one on one. Mental health was extended with therapy for at-risk individual. Students are not always happy to be home, some have to babysit. First original schedule was followed, but it turns out to be too much online time for students & teachers. Now schedule is only mornings, with individual work in the afternoon. Using Zoom, and upgraded google classrooms.

- Seniors: Advisors named 6 seniors to represent their class. Discuss what and how to make it special. Work on a digital yearbook every Friday. Students asked to submit images, videos of home learning. Plan an alternative senior trip (as it was cancelled). They want a live graduation (not virtual), even if it is this summer.

- Use as a model for next year if needed to happen again (virus cycle). Great level of collaboration has been demonstrated by both schools. SO continues to take attendance at every class. The grading system stays the same, with assignments indicated on study guides. No SAT, nor CASPP tests. Not a problem as already using multiple measures of evaluation.

=> Business as usual.

## 5) Adjournment of the joint meeting

7:33pm

Adjourn joint meeting.

## 6) Approval of the remaining Agenda

7:35pm

Approved	Motion to Approve	Seconded	In Favor - 6	Opposed - 0	Abstain - 0
YES	MB	RM	TB, MB, VC, HE, RM, CP		

## 7) Consent Agenda

- a) Approval of Minutes from the prior Regular Meeting on Thursday, March 5, 2020
- b) Approval of Minutes from the prior Special Meeting on Thursday, March 5, 2020
- c) Communications
  1. Treasurer and Finance Committee
  2. Principal's Report
- d) Approval of the Bylaws appendices

⇒ EB pulled out the Principal's report to give an update on teachers' contracts.

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## Motion: Approve the consent agenda.

Approved	Motion to Approve	Seconded	In Favor – 6	Opposed - 0	Abstain - 0
YES	MB	CP	TB, MB, VC, HE, RM, CP		

## 8) Items for Board Consideration

### a) Approval of the Secondary I/II training contract

New secondary training: shorter residency. 2 teachers applied this year, and 4 teachers for this summer. It's the Center for guided studies. Offer to bring training to Bay Area this summer. Teachers don't have to travel. Every school sponsors them, meaning pay full tuition for each teacher applying. Teacher will pay back the difference. Prepaid \$9,400 (instead of \$8,000)

**Motion: Approve the Secondary I/II training contract, paying full tuition with understanding that any amount above the allocation of \$8,000, is to be repaid within the school year.**

Approved	Motion to Approve	Seconded	In Favor – 6	Opposed - 0	Abstain - 0
YES	CP	TB	TB, MB, VC, HE, RM, CP		

### b) Approval of the tele-work policy and allowance

**Motion: Approve the allowance of \$125 per employee per month (or \$100 if cell phone is provided by the school). To be added to the revised 2019-2020 budget.**

Approved	Motion to Approve	Seconded	In Favor - 6	Opposed - 0	Abstain - 0
YES	RM	TB	TB, MB, VC, HE, RM, CP		

## 9) Items for Discussion - N/A

## 10) Adjournment

8:08pm

Approved	Motion to Approve	Seconded	In Favor - 6	Opposed - 0	Abstain - 0
YES	MB	RM	TB, MB, VC, HE, RM, CP		

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.