

Stone Bridge School
Charter Council Meeting
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Napa, CA 94559

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**Stone Bridge School Charter Council Regular Meeting Minutes
March 12, 2024**

Members Present: Richard Beck, Greg Greeson, Melissa Haberman, Maria Martinez, Birha McCann, Lisa Meyers, Heidi Solding

Members Absent: Meredith Fitzgerald

Staff Present: James Brown (Executive Director), Laura Jones (Faculty Advisor), Heather Shumaker (Office Coordinator), Kristie Yen (Yen Fiscal Solutions, via Zoom) *(for Agenda Items #5-6 only)*

Scribe Present: Heather Shumaker

Public Present: Matt Manning (NVUSD Charter Liaison)

1. **Verse. Call to Order** at 6:05pm. **Identify Timekeeper:** Greg Greeson.
2. **Approve Agenda:** Charter Council discussed several updates in the agenda, specifically:
 - Added Attachment #2d (Cash Flow Projections).
 - Eliminated Attachment #3b.
 - Attachment #6 became #6a (2023-24 Enrollment Report) and #6b (2024-25 Open Enrollment Update and Class Size Projections).
 - Eliminated Attachment #10b.

Passed with a motion by Maria Martinez and a second by Heidi Solding.

Richard Beck	Yes
Meredith Fitzgerald	Absent
Greg Greeson	Yes
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Lisa Meyers	Yes
Heidi Solding	Yes

3. **Public Comment (for items not on the agenda):** None
4. **Approve Minutes for 02-13-24 Meeting (#1):** Maria Martinez requested an update for Agenda Item #12 (changing “North Bay Waldorf schools” to “Northern California Waldorf schools”). Passed with a motion by Lisa Meyers and a second by Maria Martinez.

Richard Beck	Yes
Meredith Fitzgerald	Absent
Greg Greeson	Yes
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Lisa Meyers	Yes

Heidi Soldingering Yes

5. **Review Monthly Financials: Financial Summary, Budget vs. Actuals, Cash Flow (#2a-#2d):**

Kristie Yen (from Yen Fiscal Solutions) presented the Stone Bridge School Financial Summary for January 2024, as well as the Balance Sheet (as of 1/31/24), the Budget vs. Actuals (for July – January 2024), and the Cash Flow Projections (for 2023-24). She explained that Stone Bridge School currently has a YTD net income of \$194,006 as of January 31, 2024, and she is projecting an operating surplus of \$125,386 by the end of the fiscal year based on the approved Fiscal Year 2023-24 Second Interim Revised Budget. (Kristie shared that the school's reserve significantly exceeds the recommendation of cash on hand for 3-months of expenses, and she answered questions as they arose.)

6. **Approve 2nd Interim Budget Report for 2023-24 and the 3 Year Projection (#3a):** During our last (2/13/24) meeting, Charter Council approved the 2nd Interim Budget Revision for 2023-24 that Kristie Yen put together. During tonight's (3/12/24) meeting, Kristie Yen presented the 2nd Interim Budget Report for 2023-24 for approval, which reflects the original adopted (preliminary) budget, the Actuals through 01/31/24, and the 2nd Interim Budget Revision. (This report puts the approved budget revision into a state-wide standard format and adds in actuals data through the end of January. It will be submitted to NVUSD and the California Department of Education after Charter Council approves it tonight.) Kristie also shared her current Multiyear Projections for 2023-24 through 2027-28. (Note: This agenda item title incorrectly said 2022-23, but it's really for 2023-24, which has been corrected in these minutes.) The 2nd Interim Budget Report for 2023-24 passed with a motion by Maria Martinez and a second by Birha McCann.

Richard Beck	Yes
<i>Meredith Fitzgerald</i>	<i>Absent</i>
Greg Greeson	Abstained
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Lisa Meyers	Abstained
Heidi Soldingering	Yes

7. **Review and Approve 2024 Audit Engagement Proposal (#4):** James Brown shared the audit engagement proposal we received from Chavan and Associates, LLP to perform the annual audit of our 2023-24 financial data. Their proposed annual fee for the audit is \$12,500 (which is a \$500 increase over what we paid for our 2022-23 audit), and their annual fee for preparing and filing our fiscal year end taxes is \$2,000. Passed with a motion by Richard Beck and a second by Greg Greeson.

Richard Beck	Yes
<i>Meredith Fitzgerald</i>	<i>Absent</i>
Greg Greeson	Yes
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Lisa Meyers	Yes
Heidi Soldingering	Yes

8. **Discuss Local Control & Accountability Plan (LCAP) Survey Questions (#5a-#5d):** James Brown shared 4 versions of the LCAP survey used in 2023-24 (one for parents, one for staff / faculty, one for students in Grades 6-8, and one for students in Grades 4-5) so Charter Council could review the questions from last year to see if any changes are needed / desired. (James asked that Charter Council members provide any feedback to him by the middle of next week so he can make the appropriate updates and get the surveys ready to distribute.) Charter Council

requested adding “unknown” to the heading for the “not applicable” option (as in, “Not Applicable or Unknown”) throughout all versions of the survey. Charter Council also suggested combining the surveys for Grades 4-5 and Grades 6-8 since they appear to contain the same questions. (Since one of those questions is about grade level, it should be relatively easy to extract data by grade range should that need arise.) James plans to distribute the parents and staff / faculty versions of the LCAP survey during Spring Break, but students will complete their surveys during class.

9. **Administration Update:** James Brown shared updates, including:

- Enrollment Report for 2023-24 **(#6a)** *(total students currently enrolled = 276)*
- Open Enrollment Update and Class Size Projections for 2024-25 **(#6b)** *(lottery resulted in a total of 140 applications for 30 open spots)*
- Attendance Report for 2023-24 **(#7)** *(current YTD ADA = 94.16%)*
- Diversity Committee Update (Enrollment Diversity Report) **(#8)** *(for the 30 families that received initial enrollment offers, James estimates roughly 29% are Hispanic/Latino, 19% are Non-Hispanic/Non-White, and 48% are White)*
- Community Giving Update for 2023-24 **(#9)** *(81 out of 183 families are participating, \$52,730 received so far)*
- Teacher Intention Forms *(still anticipating hiring at least one lead teacher; James will post the Diversity lead position soon)*
- Upcoming Dates/Events
 - o March 15: Explorers Tournament
 - o March 21: FUN RUN!!
 - o March 25-29: Spring Break
 - o April 11: Spring Concert (at the District Auditorium)

10. **Faculty Update:** Lisa Meyers shared updates, including:

- Student interventions have been really successful, and will be continuing for 5th and 6th Grades while 7th Grade takes a short break.
- Also, 4th Grade now has an assistant in the classroom providing support.
- Faculty is preparing for CAASPP testing, and trialing the “Let’s Go Learn” assessment tool (which will likely be used for 4th through 8th Grades next year, instead of easyCBM).
- Students will be participating in a short block of eurythmy in April.
- Faculty is reworking documents that speak to the SBS community values in our post-pandemic era (e.g. food, media, clothing, etc.).

11. **Parent Council Update:** Heidi Soldinger shared updates, including:

- The Mardi Gras parent party was a great community event and netted roughly \$6,000.
- Our Dine and Donate events have raised roughly \$4,000 this year, exceeding the goal. (PC is planning a bigger dine and donate event that can serve as another community gathering opportunity at the end of the year.)
- Justin LaMonte will be repainting the US map on the blacktop as a campus improvement.
- The most recent Parent Education night was well attended, and parents seemed to really enjoy the eurythmy experience.
- PC is working on their budget for 2024-25.

Break: At this point, Charter Council took a short break while the SBS employees on the board (i.e. Greg Greeson and Lisa Meyers) were recused, and the other employees in the meeting (i.e. Laura Jones, James Brown, and Heather Shumaker) and the member of the public (i.e. Matt Manning) were excused and left the meeting before closed session started. (Quorum was still met.)

Closed Session: Entered at 7:36pm.

12. **Review Public Employee Performance Evaluation (Gov Code Section 54957) (#10a):**

- Title: Executive Director

Open Session: Re-entered at 8:30pm.

13. **Report from Closed Session:** No reportable action was taken in closed session.

14. **Confirm Next Meeting and Review Potential Agenda Items:** The next Charter Council meeting is scheduled for Tuesday, 04/09/24.

15. **Adjourn:** Passed with a motion by Birha McCann and a second by Heidi Solding at 8:31pm.
Verse.

Richard Beck	Yes
Meredith Fitzgerald	Absent
Greg Greeson	Recused
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Lisa Meyers	Recused
Heidi Solding	Yes

Key: (#x) = Attachment Reviewed (where x represents the attachment number)