

Stone Bridge School
Charter Council Meeting
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**Stone Bridge School Charter Council Regular Meeting Minutes
September 9, 2025**

Members Present: Richard Beck, Martha Clements, Meredith Fitzgerald, Melissa Haberman, Maria Martinez, Birha McCann, Amber Paukert (*arrived during Agenda Item #3*)

Members Absent: Maria Giusti

Staff Present: Lisa Meyers (Executive Director), Greg Greeson (Faculty Advisor), Heather Shumaker (Office Coordinator), Kristie Yen (Yen Fiscal Solutions, via Zoom) (*for Agenda Items #6-#8*)

Scribe Present: Heather Shumaker

Public Present: Chris Owen (*left at end of Agenda Item #5*), Marlon Maloney (*left during Agenda Item #18*), Claudia Alexander (*joined during Agenda Item #6, left at end of Agenda Item #9*)

1. **Verse. Call to Order** at 06:05pm. **Identify Timekeeper:** Birha McCann.
2. **Approve Agenda (#1)**: Charter Council discussed several in the agenda, specifically:
 - Attachment #7 became #7a-#7c.
 - Attachment #8 became #8a-#8b.
 - Attachment #19 was eliminated.
 - Changed “Open” to “Closed” in Agenda Item #26.

Passed with a motion by Meredith Fitzgerald and a second by Maria Martinez.

Richard Beck	Yes
Martha Clements	Yes
Meredith Fitzgerald	Yes
Maria Giusti	Absent
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Absent

3. **Public Comment (for items not on the agenda)**: (*Amber Paukert joined the meeting during this agenda item.*)
 - Melissa Haberman asked Heather Shumaker to read an email Kirsty Shelton sent asking Charter Council to consider prioritizing waitlisted children with dyslexia for enrollment, as she believes that the Waldorf curriculum is perfectly suited for dyslexic minds.
 - Marlon Maloney indicated that he wants to know more about the rollout of Mentis at Stone Bridge School. (Lisa Meyers indicated that she will be sharing an update on Mentis as part of her Admin Update in Agenda Item #18.)
4. **Approve Minutes for 08-13-25 and 08-20-25 Meetings (#2, #3)**: Passed with a motion by Amber Paukert and a second by Maria Martinez.

Richard Beck	Yes
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Martha Clements	Yes
Meredith Fitzgerald	Yes
<i>Maria Giusti</i>	<i>Absent</i>
Melissa Haberman	Yes
Maria Martinez	Abstained
Birha McCann	Abstained
Amber Paukert	Yes

5. **Interview Charter Council Community-at-Large Candidate Chris Owen (#4, #5):** Charter Council reviewed Chris Owen's letter of interest and conducted a group interview. Melissa Haberman explained the next steps in the process, and Chris left the meeting.

6. **Review Monthly Financials: Financial Summary, Budget vs. Actuals, Cash Flow (#6, \$7a-#7c):** Kristie Yen (from Yen Fiscal Solutions) presented the Stone Bridge School Financial Summary for June 2025, as well as and the Budget vs. Actuals (for July – June 2025), Balance Sheet (as of 6/30/25), and the Cash Flow Projections (for the 2024-25 fiscal year). She explained that Stone Bridge School had a YTD net income of \$615,299 as of June 30, 2025, which significantly exceeded the projected operating surplus of \$51,423 from the approved Fiscal Year 2024-25 Second Interim Budget. When comparing our 2024-25 final unaudited actuals to our 2024-25 second interim budget, our income ended up increasing by \$223,033 over what we had projected, and our expenses ended up decreasing by \$340,844 over what we had projected, which resulted in a net improvement of \$563,876 in our projected bottom line. Kristie also pointed out that our 2024-25 LCFF funding was based on our average of 97% student attendance (or 261 Average Daily Attendance).

7. **Approve Prior Fiscal Year (2024-25) Unaudited Actuals (#8a-#8b):** Kristie Yen presented the Stone Bridge School Charter School Unaudited Actuals Report (for 7/1/24–6/30/25), which reflects total revenues of \$3,833,418.51 and total expenditures of \$3,218,119.57, resulting in an excess of revenues over expenditures of \$615,298.94. Our fiscal year 2024-25 ending fund balance is now \$3,122,605.94, meaning that our reserve balance as a function of our expenses is 97%, (which significantly exceeds the recommendation of cash on hand for 3-months of expenses). Passed with a motion by Maria Martinez and a second by Richard Beck.

Richard Beck	Yes
Martha Clements	Yes
Meredith Fitzgerald	Yes
<i>Maria Giusti</i>	<i>Absent</i>
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

8. **Approve Prior Fiscal Year (2024-25) EPA Prop 30 Spending Plan (#9):** Kristie Yen presented the Education Protection Account Expenditures for fiscal year 2024-25, which shows the \$52,132 we received from the EPA being allocated towards Instruction (via teacher salaries) for 2024-25. Passed with a motion by Maria Martinez and a second by Birha McCann.

Richard Beck	Yes
Martha Clements	Yes
Meredith Fitzgerald	Yes
<i>Maria Giusti</i>	<i>Absent</i>
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

9. **Interview Charter Council Community-at-Large Candidate Claudia Alexander (#10, #11):** Charter Council reviewed Claudia Alexander's letter of interest and conducted a group interview. Melissa Haberman explained the next steps in the process, and Claudia left the meeting.

10. **Charter Council Community Member-at-Large Vote:** Charter Council discussed both candidates who interviewed tonight and expressed gratitude for their interest. They were both strong candidates and would make great additions to the board. Ultimately, Meredith Fitzgerald made a motion to appoint Claudia Alexander, and Birha McCann seconded the motion.

Richard Beck	Abstained
Martha Clements	Yes
Meredith Fitzgerald	Yes
<i>Maria Giusti</i>	<i>Absent</i>
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

11. **Confirm Board-Appointed Community Member:** Melissa Haberman stated that this agenda item is no longer needed because Charter Council appointed Maria Martinez as the Board-Appointed Community Member for 2025-26 during the 8/12/25 meeting. (Therefore, no motion was made and no vote was taken.)

12. **Honoring of Outgoing Charter Council Members & Meeting Participants:** Melissa Haberman read a letter she wrote expressing heartfelt thanks to Richard Beck and Heidi Soldinger for their years of service as Charter Council members. She specifically mentioned Richard's experience as a business owner, knowledge of public board committees and functions, lively debate, and secondary connections to our school. Melissa also mentioned Heidi's role as the Charter Council / Parent Council representative requiring double meetings, agendas, minutes, etc., and expressed gratitude for Heidi's warm and welcoming nature, vital energy, previous educational experience, and thoughtful insight as a current parent.

13. **Election of Charter Council Officers:** Melissa Haberman briefly described the roles of the various Charter Council officers, and the group discussed a proposal to elect Melissa Haberman as the Chair, Birha McCann as the Vice Chair, Maria Martinez as the Secretary, and Amber Paukert as the Treasurer for 2025-26. Passed with a motion by Richard Beck and a second by Meredith Fitzgerald.

Richard Beck	Yes
Martha Clements	Yes
Meredith Fitzgerald	Yes
<i>Maria Giusti</i>	<i>Absent</i>
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

14. **Process Form 700 (for outgoing & incoming board members) (#12, #13):** Melissa Haberman mentioned that our outgoing and incoming board members need to complete and submit Form 700:

- **Outgoing Members:** Richard Beck, Heidi Soldinger, and Martha Clements (who replaced Lisa Meyers as the Faculty Representative starting in May 2025, and will be replaced by a new Faculty Representative for 2025-26)
- **Incoming Members:** Amber Paukert and Claudia Alexander

15. **Approve Resolution for Sufficiency of Instructional Materials (#14):** Lisa Meyers proposed a resolution (SBS-57-2025) confirming that Stone Bridge School has provided each pupil with

sufficient textbooks and/or instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum framework adopted by the State Board of Education. (This relates to the Williams Act, and is supported by next week's campus visit by members of the Napa County Office of Education, who will ensure that we have adequate instructional materials for our students.) Birha McCann made a motion to approve the resolution, which Amber Paukert seconded. The resolution passed with a roll call vote, with the following results:

Richard Beck	Aye
Martha Clements	Aye
Meredith Fitzgerald	Aye
<i>Maria Giusti</i>	<i>Absent</i>
Melissa Haberman	Aye
Maria Martinez	Aye
Birha McCann	Aye
Amber Paukert	Aye

16. **Approve Mandated Reading Screening (#15):** Lisa Meyers asked Charter Council to adopt the Dibels reading difficulties risk screener, which will be used annually to screen all students in one-year kindergarten, first, and second grade as required by California Education Code Section 53008. (Stone Bridge School can also use Dibels to screen other students outside of those grades on an as-needed basis.) The goal of this screening is to provide early identification and intervention for students who may need additional support in reading, and the screening plan has already been shared with parents whose students are in the target classes. Passed with a motion by Meredith Fitzgerald and a second by Martha Clements.

Richard Beck	Yes
Martha Clements	Yes
Meredith Fitzgerald	Yes
<i>Maria Giusti</i>	<i>Absent</i>
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

17. **Approve Field Trips (#16):** Charter Council reviewed a field trip request for 5th Grade's proposed overnight field trip to Jug Handle State Natural Reserve (3/10/26-3/12/26). Passed with a motion by Meredith Fitzgerald and a second by Birha McCann.

Richard Beck	Yes
Martha Clements	Yes
Meredith Fitzgerald	Yes
<i>Maria Giusti</i>	<i>Absent</i>
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Abstained

18. **Administration Update:** Lisa Meyers shared updates, including:

- Back to School Community Night / Rutherford Pizza Dine and Donate (9/17/25, 5:30-7:30pm)
- Academic Update / Let's Go Learn Back-to-School Assessments
- Mentis Update / Funding / Approval, Welcome to Karina Aguilar
- Enrollment Report for 2025-26 (#17)
- Diversity Resource Coordinator (Tatiana Loya) and Committee Update
- Community Giving Update

- Study Hall Update
- Book Review Process
- Field Trips / Chaperones
- Talking Heads Meetings
- Upcoming Maternity Leave for Educational Support Specialist
- Spanish Curriculum Purchase for 7th and 8th Grades

19. **Faculty Update:** Martha Clements shared that the school garden is beautiful, the Sprouts TK class is magical, and our new staff members have merged in wonderfully with our continuing employees (and have already been connected with experienced mentors who will provide support).

20. **Parent Council Update:** Amber Paukert shared updates, including:

- All Parent Council positions filled for 2025-26
- Parent Council providing \$500 memorial gifts for the Freitas and Waltz families
- Bridge Fest Success
- Coffees on 3rd Tuesdays
- Community Giving
- 25th Anniversary Party (4/11/26)
- Parent Council donating \$3,000 to buy a set of 10-person camping tents for overnight field trips

21. **Charter Council Update:** Melissa Haberman shared updates, including:

- Review Charter Council Member Orientation and Attendance Policy **(#18)** <= *This ended up being tabled for a future meeting in the interest of time.*
- Charter Council Retreat and Training (targeting early November)

Break: At this point, Charter Council took a short break while the SBS employee on the board who was present (i.e. Martha Clements) recused herself from the rest of the agenda and left the meeting. (Quorum was still met.)

22. **Approve Increase in Math Teaching Position from 75% to Full Time (#19):** Lisa Meyers asked Charter Council to approve increasing our upper grades Math Teacher position from 75% to Full Time for 2025-26, in order to provide extra math support for our middle school students, support study hall after school, etc. (The impact to the budget is projected to be an increase of \$7,911.44.) Passed with a motion by Amber Paukert and a second by Meredith Fitzgerald.

Richard Beck	Yes
Martha Clements	Recused
Meredith Fitzgerald	Yes
Maria Giusti	Absent
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

23. **Approve Updated Summer Camp Salary Schedule (#20):** Heather Shumaker asked Charter Council to approve two updates to the summer camp salary schedule, specifically:

- Changing the \$17.50 “Assistant” pay rate to “Student Assistant”.
- Eliminating the original “Student Assistant” pay rate.

Passed with a motion by Meredith Fitzgerald and a second by Birha McCann.

Richard Beck	Yes
Martha Clements	Recused
Meredith Fitzgerald	Yes

Maria Giusti	Absent
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

24. **Approve Current Year Employee Contracts (#21):** Lisa Meyers asked Charter Council to review and approve a list of 2025-26 contracted pay rates for our salaried and regularly scheduled hourly employees. (The proposed rates include moving one Lead Teacher and one Subject Teacher from hourly to salaried, as well as calculating prorated annual salaries for two Lead Teachers who will be working less than full time.) Heather Shumaker confirmed that the rates in the proposed list are in sync with what is being setup in Paychex for payroll. Passed with a motion by Maria Martinez and a second by Birha McCann.

Richard Beck	Yes
Martha Clements	Recused
Meredith Fitzgerald	Yes
Maria Giusti	Absent
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

Closed Session: Entered at 9:14pm. (Lisa Meyers, Greg Greeson, and Heather Shumaker were invited to participate in this closed session.)

25. **Public Employee Performance Evaluation (Gov Code Section 54957) (#22):**

- Title: Executive Director

Open Session: Re-entered at 9:17pm.

26. **Report from Closed Session:** Charter Council approved 2025-26 performance goals for the Stone Bridge School Executive Director (Lisa Meyers).
27. **Confirm Next Meeting and Review Potential Agenda Items:** The next Charter Council meeting is scheduled for Tuesday, 10/14/25. (Melissa Haberman shared that she will be unable to attend this October Charter Council meeting.)
28. **Adjourn:** Passed with a motion by Richard Beck and a second by Meredith Fitzgerald at 9:19pm. **Verse.**

Richard Beck	Yes
Martha Clements	Recused
Meredith Fitzgerald	Yes
Maria Giusti	Absent
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes

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