

Stone Bridge School
Charter Council Meeting
SBS Library
1019 2nd Avenue
Napa, CA 94559

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**Stone Bridge School Charter Council Regular Meeting Minutes
February 10, 2026**

Members Present: Claudia Alexander, Meredith Fitzgerald, Maria Giusti, Melissa Haberman, Maria Martinez, Birha McCann, Amber Paukert, Karla Slay

Members Absent: None

Staff Present: Lisa Meyers (Executive Director), Greg Greeson (Faculty Advisor), Heather Shumaker (Office Coordinator), Kristie Yen (Yen Fiscal Solutions, via Zoom) *(for Agenda Items #5-#7)*

Scribe Present: Heather Shumaker

Public Present: None

1. **Verse. Call to Order** at 6:07pm. **Identify Timekeeper:** Amber Paukert.
2. **Approve Agenda:** Melissa Haberman shared that there are no Attachment #17a or #17b. Heather Shumaker noted that we added Attachment #2d. Passed with a motion by Karla Slay and a second by Meredith Fitzgerald.

Claudia Alexander	Yes
Meredith Fitzgerald	Yes
Maria Giusti	Yes
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes
Karla Slay	Yes

3. **Public Comment (for items not on the agenda):** None
4. **Approve Minutes for 12-09-25 and 01-13-26 Meetings (#1a-#1b):** Passed with a motion by Maria Giusti and a second by Maria Martinez.

Claudia Alexander	Yes
Meredith Fitzgerald	Abstained
Maria Giusti	Yes
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes
Karla Slay	Yes

5. **Review Monthly Financials: Financial Summary, Budget vs. Actuals, Cash Flow, Balance Sheet (#2a-#2d):** Kristie Yen (from Yen Fiscal Solutions) presented the Stone Bridge School Financial Summary for December 2025, the Budget vs. Actuals (for July – December 2025), the Cash Flow Projections (for 2025-26), and the Balance Sheet (as of 12/31/25). She explained that

Stone Bridge School currently has a YTD net income of \$127,468 as of December 31, 2025, and she is projecting an operating surplus of \$39,866 by the end of the fiscal year based on the approved Fiscal Year 2025-26 First Interim 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. **Review and Approve Second Interim Budget Revision and Multiyear Projection Budget (#3a-#3b)**: Kristie Yen went over a summary of the proposed second interim budget (which reflects a net increase of \$11,630 to our fund balance as compared with the first interim budget, primarily due to interest being higher than originally expected). She also shared the budget detail and cash flow projections for the second interim budget, along with the proposed 5-year budget projection (which reflects us being “in the black” through 2029-30).

Kristie indicated that her multi-year projections are based on what we know so far about the Governor’s 2026-27 budget proposals, and briefly went over several tables she included in the December financial summary, capturing information about CSDC Budgeting Suggestions, LCFF COLA Prospects, 2026-27 LCFF Rates, Learning Recovery Emergency Block Grant, Student Support & Professional Development Discretionary Block Grant, Expanded Learning Opportunities Program, and Cost Pressures for CalSTRS and CalPERS.

Passed with a motion by Maria Martinez and a second by Birha McCann.

Claudia Alexander	Yes
Meredith Fitzgerald	Yes
Maria Giusti	Abstained
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes
Karla Slay	Abstained

- 7. **Review LCAP Mid-Year Monitoring Report for 2026-27 (#4)**: Lisa Meyers went over a draft of her updated LCAP Mid-Year Monitoring Report (which provides mid-year outcome data for the various metrics measuring our progress for each of our 6 LCAP goals), and answered questions from Charter Council members.
- 8. **Review Budget Process/Timeline for 2026-27 (#5)**: Lisa Meyers shared her planned timeline for this year’s budget process, which reflects the budget committee convening on 3/11/26, and the final preliminary budget being approved by Charter Council on 6/9/26 (or 6/25/26 if it is not ready for approval by 6/9/26).
- 9. **Approve Immigration Enforcement Policy (#6)**: Lisa Meyers shared that a new law requires that various policies need to be approved, including the Immigration Enforcement Policy (which needs to be approved by March - so Charter Council needs to approve it tonight). Lisa said that she didn’t write the contents of this new Immigration Enforcement Policy, its contents represent what the state requires to be included, but we can adjust the wording for clarity as needed. Charter Council requested that the references to “District” be replaced with “Stone Bridge School” (or SBS) and that the references to “Superintendent” be replaced with “Executive Director” (or ED) to prevent confusion. Charter Council also discussed wanting clarity about what constitutes “exigent circumstances”, and Melissa Haberman suggested putting small cards by the office and classroom phones that include key information (including attorney phone numbers, etc.). Passed with a motion by Maria Giusti and a second by Birha McCann.

Claudia Alexander	Yes
Meredith Fitzgerald	Yes

Maria Giusti	Yes
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes
Karla Slay	Yes

10. **Approve SBS Comprehensive School Safety Plan (#7):** Lisa Meyers discussed updates she made to the SBS Comprehensive School Safety Plan, including dates and names, completing the Emergency Information Template on the back page, updating the Incident Command Emergency Organization Chart (which reflects Lisa as the Incident Commander and Laura Jones as the Operations Section Chief), etc. Lisa indicated that she has placed a hard copy of the safety plan in our Emergency Binder, and will be doing training with employees as appropriate. Melissa Haberman suggested that Charter Council approve the updated version of the safety plan now, but would also like to have Charter Council members each review a chunk in more depth and bring it back to a future meeting for further discussion. (Charter Council also briefly discussed use of the school's outer gates during school hours, but agreed to continue that discussion at a future meeting.) Passed with a motion by Meredith Fitzgerald and a second by Claudia Alexander.

Claudia Alexander	Yes
Meredith Fitzgerald	Yes
Maria Giusti	Yes
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes
Karla Slay	Yes

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

- Enrollment Report 2025-26 (#8)
- Open Enrollment Update 2026-27 (#9)
- Attendance Report for 2025-26 (#10)
- Community Giving Update for 2025-26 (#11)
- Yen Fiscal Contract (#12)
- ELPAC Timeline (#13)
- Diversity Update (#14) (*Enrollment flyers being posted around town in English and Spanish!*)
- Teacher Intentions/Hiring Committee 2026-27 (#15)
- Staffing Updates for 2025-26

12. **Faculty Update:** Maria Giusti shared updates re. recent Faculty discussions, including:

- Waldorf Foundational Practices (including physical attributes of learning environment)
- Valentine's Day, shared agreements around school and class celebrations, reducing sweets / increasing healthy homemade food at school
- School standards vs. guidelines vs. policies
- Mid-year Reports
- Spring Festival
- Spring Concert
- Yearbooks
- Living Waldorf

13. **Parent Council Update:** Amber Paukert shared updates re. recent PC discussions, including:

- Potentially adding an Aftercare representative to Parent Council
- Annual online auction (3/10-3/19)
- Making coffee in-house for morning coffee socials

- Annual parent party
- 25-year anniversary party (Jubilee)
- Poker party
- Spring Festival
- Yearbooks

14. **Approve Executive Director Job Description (#16):** Melissa Haberman indicated that in the interest of time, we are going to table this agenda item for our next meeting. (Therefore, no motion was made and no vote was taken.)

15. **Charter Council Update (#17a-#17b):** Melissa Haberman shared updates, including:

- ED Evaluation Update
- Required Ethics Training and Brown Act
- Campus Options Committee Update

Break: At this point, Charter Council took a short break while the SBS employees on the board (i.e. Maria Giusti and Karla Slay) recused themselves from the rest of the agenda and left the meeting. (Quorum was still met.)

16. **Approve Updated Substitute & Certificated Salary Schedule (#18a-#18b):** Lisa Meyers shared proposed updates for the “Substitutes” and “Certificated Teacher” salary schedules, which provide clarity on the planned pay structure for our long-term substitutes with teaching credentials or 30-day substitute permits, as well as those with a Teaching Permit for Statutory Leave (TPSL).

In the “Substitutes” salary schedule:

- Long term substitutes with 30-day sub permits are being added to the \$40/hour pay rate (which already includes those with teaching credentials).
- A new entry was added for long term substitutes with a TPSL, which refers to the certificated teacher salary schedule for the appropriate salary rate.
- Lisa proposed adding some new verbiage to the section about substitute teachers being paid for a minimum of 4 hours, but Charter Council requested that addition be excluded for now, so Lisa can check in with the school’s attorney before making the proposed change.
- Charter Council requested a couple of other minor wording updates for clarity.

In the “Certificated Teacher” salary schedule:

- The initial step (for “Intern/PIP”) was updated to include those with a TPSL.

Passed with a motion by Maria Martinez and a second by Birha McCann.

Claudia Alexander	Yes
Meredith Fitzgerald	Yes
Maria Giusti	<i>Recused</i>
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes
Karla Slay	<i>Recused</i>

17. **Confirm Next Meeting and Review Potential Agenda Items:** The next Charter Council meeting is scheduled for Tuesday, 03/10/26.

18. **Adjourn:** Passed with a motion by Meredith Fitzgerald and a second by Birha McCann at 8:47pm. **Verse.**

Claudia Alexander	Yes
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Meredith Fitzgerald	Yes
Maria Giusti	<i>Recused</i>
Melissa Haberman	Yes
Maria Martinez	Yes
Birha McCann	Yes
Amber Paukert	Yes
Karla Slay	<i>Recused</i>

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

Action Items Summary

Related Agenda Item	Action Item	Assigned to:
#9	Make the updates Charter Council requested to the proposed Immigration Enforcement Policy and publish the end result.	Lisa Meyers
#16	Check with the school's attorney re. hourly employees working less than 4 hours and share an update with Charter Council.	Lisa Meyers
#16	Make the updates Charter Council requested to the proposed "Substitutes" salary schedule and publish the end result (along with the updated "Certificated Teacher" salary schedule).	Lisa Meyers

Tabled Agenda Items / Potential Topics for Future Meetings

Related Agenda Item	Tabled Agenda Item / Potential Future Topic	Owner
#10	Discuss use of school's outer gates during school hours	Melissa Haberman
#10	Review SBS Comprehensive School Safety Plan in more detail	Melissa Haberman
#11	Approve updated SBS Enrollment Policy and Procedures	Lisa Meyers
#11	Review the hiring committee mandate and hiring process (and approve updates if appropriate)	Lisa Meyers
#14	Approve Executive Director Job Description (tabled on 2/10/26)	Lisa Meyers