



Sonoma Charter School

Special Governing Board Meeting Minutes

Wednesday, April 27, 2022 • 6:00 p.m.

Meeting was accessible at school (Classroom 8) and online via Zoom

Attendance:

*Board: Greg Stubbs (Chair), Barbara Brooks, Belli Skinner, Mary Oaks, Libby White
(Absent: Rob Church)*

*Administration: Marc Elin (Director), Jeffrey Erkelens (CFO), and
Catherine Stone (Part-time Superintendent) Hilary Sowers (Full-time School Principal)*

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6:03 p.m. RECONVENE AND REPORT OUT

The Board took no action and had nothing to Report Out in the Open Session.

PUBLIC COMMENT: The Governing Board recognizes the value of public comment on educational issues and provides this time for members of the audience to address the Board on any school-related matter not on this agenda. The Board can take no action at this time. Each speaker is to limit comments to three-minutes.

There were no public comments.

AGENDA

I. GOVERNANCE

- **Approval of Minutes –April 13, 2022 Governing Board Meeting** Action
*Belli SkinnerCalled for a motion to approve the Board Minutes for April 13, 2022.
Barbara Brooks.....Seconded the motion.
Board.....All approved the motion.*
- **2021-2022 Board Calendar: Consideration of Additional Meetings**Action
*The Board agreed to add June 15 and June 29 to the Board Calendar to discuss and
finalize the 2022-2023 budget.*
- **2022-2023 School Calendar: Revised Draft/Approval**.....Action
*The 2022-2023 School Calendar was discussed and comments made indicating the
calendar closely parallels the SVUSD School Calendar. No action was taken for
approval of the School Calendar.*

II. FISCAL

- **Personnel Order..... Action**

Hilary Sowers has been identified as the finalist for the position of Full-time School Principal. She has been meeting with staff, Marc Elin and Catherine Stone and recently completed a performance task running a staff meeting with feedback from all the staff. There were many positive responses including comments by Board members.

Questions were raised and answered regarding the salaries and budget for the upcoming school year and if the budget supported the COLA raises for staff as well as the two new leadership positions as administrators.

A question was raised by another Board member as to whether the COLA raises were competitive with COLA raises for the SVUSD salaries.

The Board has requested a job description for the Part-time Interim Superintendent – Catherine Stone prior to Board approval for that position. Therefore, Catherine Stone’s name for approval was temporarily removed for a Board vote until the job description is in place.

Board Director Greg Stubbs asked for a vote for approval solely for the Principal position of Hilary Sowers and approval of the recommended salary schedule.

Barbara Brooks....Moved that the salary schedule for staff and Hilary Sowers as the new School Principal be approved.

Belli Skinner....seconded the motion

Board..... approved the motion.

- **Board Financial Report for March 2022 and the Year-End Projection.....Discussion**

Jeffrey Erkelens reviewed the monthly financial report:

- 1) There is currently a higher enrollment than there was for the second interim.*
- 2) Additional items on the Second Interim monthly report were presented by Jeffrey Erkelens.*
- 3) The Financial “Snapshot” was also presented by Jeffrey and explanation of items on the attached file were discussed.*
- 4) Concern about potential drop in next year’s enrollment was raised. Jeffrey pointed out that ongoing and positive communications about the school need to continue in order to maintain high enrollment numbers.*

III. INFORMATION & REPORTS

- *Marc shared that a survey was being sent to families about their intentions for enrollment for their child(ren) next year. The survey also includes some marketing about the school to encourage continued enrollment.*
- *A suggestion was made to encourage a staff member to always be represented at Board meetings to increase involvement of the school staff and to get their input.*
- *It was asked if Marc could help identify new potential Board members.*

Meeting adjourned at 7:04 p.m.

Respectfully submitted

Barbara J. Brooks

April 27, 2022