

Heartwood Charter School

Agenda for the meeting of the Heartwood Charter School Board of Directors

Call in location: 225 Tamalpais Rd, Fairfax, CA 94930

Call in location: 55 Fire Rd, Woodacre, CA 94973

The meeting may be joined by phone: (US)+1 419-718-1330 PIN: 560 300 192#

Wednesday January 12, 2022

10:45 AM Public Session

Call to Order

- I. Roll Call Greg, Tracy, Stephanie in attendance
- II. Regular Meeting
 - A. Agenda Adjustments and Approval
 - B. Approval of Minutes
 - C. Correspondence
- III. Public and Community Input
- IV. Reports and Information
 - A. Director's Report
 - B. Finance Report
 - C. Facilities Update
- V. Action Items
 - A. The Board will consider hiring Chandra Dimitrievski as Special Education Coordinator and approve, defer or agree to study further.
 - B. The Board will consider hiring Deanna Monoco as Office Administrator for the Bothin Program and approve, defer or agree to study further.
 - C. The Board will consider an increased work assignment for Certified Support Teacher Melissa Hartley and approve, defer or agree to study further.
 - D. The Board will consider an updated Covid Safety Plan and approve, defer or agree to study further.
 - E. The Board will consider the revised ESSER III expenditure plan and approve, defer, or agree to study further.
 - F. The Board will consider the Material Modification to the Heartwood 403b Plan which updates hardship withdrawals from the Plan and approve, defer or agree to study further.
 - G. The Board will reconsider whether to continue to conduct Board meetings via video conference during the current pandemic conditions per AB 361 in order to mitigate the risk to health and safety that is presented by in-person meetings and approve, defer or agree to study further.
- VI. Consent Items
- VII. Board Discussion – this time is reserved for Board members to address colleagues and staff about matters they believe need study or action. The President will direct what action he or she feels should be taken on any item introduced by a Board member.
- VIII. Closed Session
 - A. Public Employee Performance Evaluation (Gov. Code section 54957(b)(1).)
- IX. Open Session

- X. Action Taken in Closed Session
- XI. Dates and Future Agenda Items

SUMMARY PLAN DESCRIPTION MATERIAL MODIFICATIONS

I INTRODUCTION

This is a Summary of Material Modifications regarding your Plan. This is merely a summary of the most important changes to the Plan and information contained in the Summary Plan Description or Summary (“SPD”) previously provided to you. It supplements and amends that SPD so you should retain a copy of this document with your copy of the SPD. If you have any questions, contact the Administrator. If there is any discrepancy between the terms of the Plan, as modified, and this Summary of Material Modifications, the provisions of the Plan will control. If applicable, this Summary also updates any safe harbor notice you received. Unless otherwise noted, these changes are effective April 8, 2019, or if later, the first day of the Plan Year beginning after such date.

II SUMMARY OF CHANGES TO HARDSHIP DISTRIBUTION PROVISIONS

The Plan allows you to withdraw money for financial hardship if you satisfy certain conditions. As a result of final regulations issued by the Internal Revenue Service on September 23, 2019, we have amended the Plan’s hardship distribution provisions as described below. You should note that all the other hardship provisions set forth in the Plan and explained in the Summary Plan Description continue to apply.

Hardship conditions. If you have a qualifying hardship expense, the Plan requires that certain conditions be satisfied to demonstrate the necessity of the distribution. We have made the following changes in these conditions:

1. You will be required to certify in writing or electronically, as a condition of receiving a hardship distribution, that you have insufficient cash or other liquid assets reasonably available to meet your financial hardship.
2. You are no longer required to suspend making salary deferrals, and after-tax voluntary contributions if applicable, for six (6) months after receipt of the hardship distribution. This means you may continue making these contributions even though you have received a hardship distribution.
3. You are no longer required to obtain all nontaxable loans currently available under all plans that your Employer maintains.

Hardship Events. The plan has expanded the list of expenses which qualify for a hardship distribution. Effective January 1, 2019, you can now receive a hardship distribution if your principal residence or place of employment at the time of a disaster was in an area FEMA designates as qualifying for individual assistance in connection with a federally declared disaster. The distribution can cover your expenses and losses (including loss of income) on account of the disaster. Additionally, the definition of residential casualty loss has been broadened to include residential casualties even if they are not part of a federally declared disaster.

Available Accounts. The Plan imposes restrictions on the ability to withdraw certain amounts on account of a hardship. See your Plan Administrator for details.