

# Heartwood Charter School

## Agenda for the Meeting of the Heartwood Charter School Board of Directors

Location: 170 Liberty School Road, Petaluma, CA 94930

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

The meeting may be joined by phone: [\(US\) +1 719-359-4580](tel:+17193594580) Passcode: 561284

Or by video conference

Join Zoom Meeting: <https://us06web.zoom.us/j/89495522434?pwd=EUt6bqK0nanmDeVdmhAiemwrKaXhNv.1>

**Thursday December 21, 2023**

**9:30AM Public Session**

Call to Order

- I. Roll Call
- II. Regular Meeting
  - A. Agenda Adjustments and Approval
- III. Approval of Minutes
- IV. Correspondence
- V. Action Items
  - A. The Board will consider the personnel actions and approve, defer or agree to study further.
  - B. The Board will consider changes to the Heartwood Retirement Plan, 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.
  - A. Bothin Classes
  - B. Retirement Plan
  - C. Compensation
- 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 conditions
- XII. Adjourn



## **Heartwood Retirement Plan**

### **Proposed Changes**

**December 19, 2023**

Longer term, part time employees cannot participate without working 1000 hours of service in a year. This proposal is to change the eligibility threshold for longer term, part time employees to the following:

- Must be employed continuously and accrued work hours at Heartwood for the length of 1 school year (10 months).
- Must have worked a minimum of 450 service hours in the school year of employment.
- Must have worked an average of 15 hours per week, or 0.375 FTE, as measured by the 3-month trailing average FTE equivalent (hours worked / days school is in session).

All employees will be subject to mandatory enrollment, where there is a minimum contribution by the school to the employee 403b account as follows:

- 0 % or 1% school contribution yields 4% school contribution.
- Eligibility same as minimum eligibility.