

# 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: [\(US\) +1 312-626-6799](tel:+13126266799) Passcode: 235702

Or by video conference

Join Zoom Meeting: <https://us06web.zoom.us/j/85784964999?pwd=RvKGj5YBsuiAapSjJJADaG4apfrIt.1&jst=2>

### Tuesday April 21, 2026

#### 9:30 AM Public Session

##### Call to Order

- I. Roll Call
- II. Regular Meeting
  - A. Agenda Adjustments and Approval
- III. Approval of Meeting Minutes
- IV. Correspondence
- V. Public Comment
- VI. Reports and Information
  - A. Director's Report
    1. Staffing
    2. Academics
  - B. Finance
    1. Budget Report
- VII. Action Items
  - A. The Board will consider the personnel actions and approve, defer or agree to study further.
  - B. The Board will consider enrollment limits for individual Bothin and Homeschool classes for the 2026-27 school year, and approve, defer or agree to study further.
  - C. The Board will consider the budget reallocations for 2025-26 and approve, defer or agree to study further.
- VIII. 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. Faculty transitions
  - B. School initiatives for academic improvement
  - C. School initiatives for administrative capability and reliable results
  - D. School initiatives for community engagement
  - E. Renewal
- IX. Closed Session
  - A. Public Employee Performance Evaluation (Gov. Code section 54957(b)(1).)
  - B. Public Employee Discipline/Dismissal/Release (Gov. Code section 54957(b).)
- X. Open Session
- XI. Action Taken in Closed Session
- XII. Dates and Future Agenda Items conditions
- XIII. Adjourn



# Heartwood Charter School

## Board Budget Report

April 21, 2026

### Budget Forecast for 2025-26 School Year

For the remainder of 2025-26 enrollment figures are expected to remain steady near 1<sup>st</sup> half levels. Enrollment forecasts were updated for the 2<sup>nd</sup> Interim allowing for possible seasonal declines.

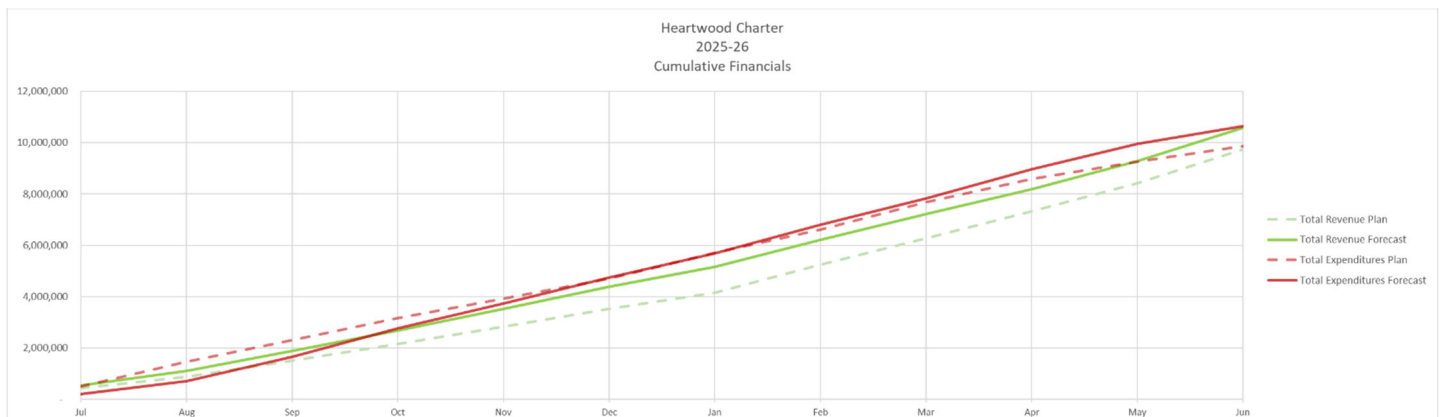
Revenues are forecast to be slightly higher than that proposed in the Annual Budget.

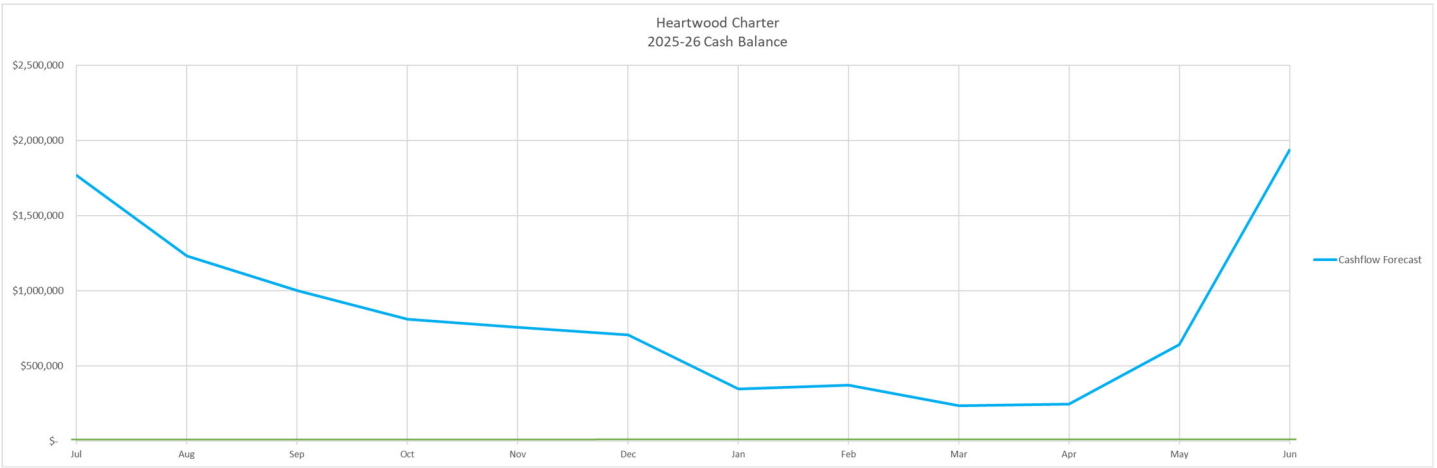
Abnormally reduced revenue in the 1<sup>st</sup> half will be returning to levels corresponding to current enrollment in the 2<sup>nd</sup> half. As explained in previous reports, the delayed work sample collection for last year's P-2 report resulted in reduced funding for the first half of 2025-26, but will catch up thereafter.

Several expense areas are showing significant cost overage in the current year. A number of budget items are continuing to show upward pressure. Forecast values are estimated.

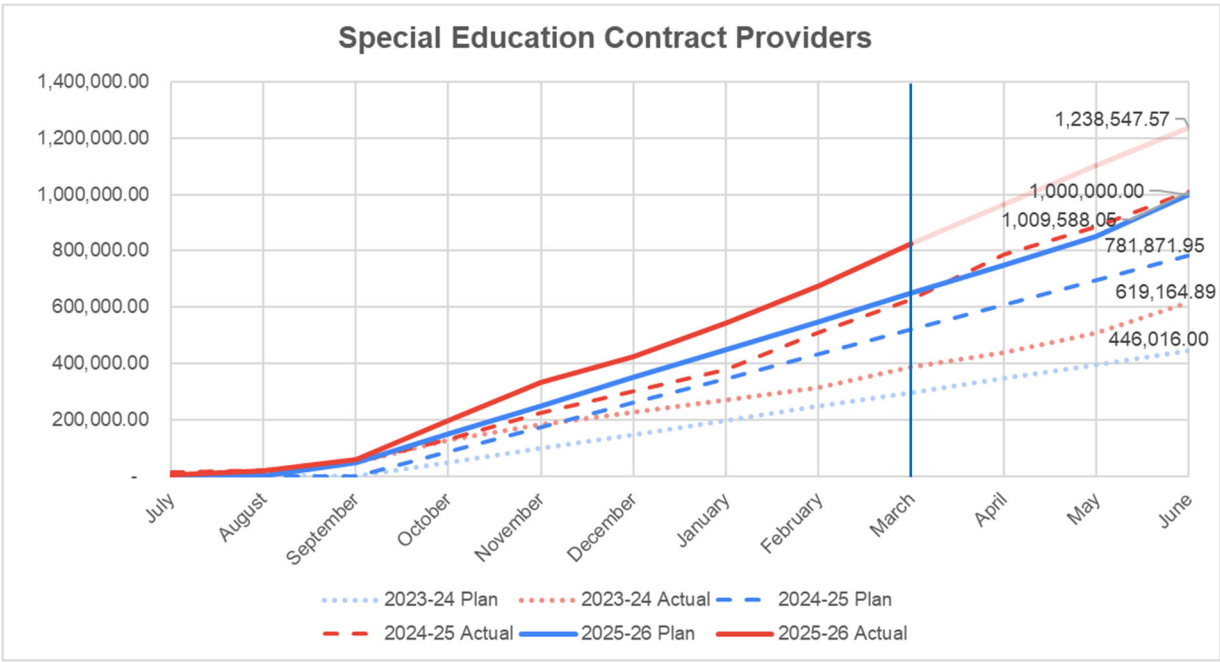
Expense	Budgeted	Forecast at Yearend
Rent	\$243,288	\$271,800
School Lunch	\$60,000	\$100,000
Furnishings	\$10,000	\$31,400
Legal	\$63,000	\$85,000
Insurance	\$87,000	\$109,000
Dues and Memberships	\$4,000	\$14,000
Janitorial	\$38,000	\$60,860
Teaching Assistants	\$349,000	\$406,000
Enrichment	\$346,762	\$380,955
Special Ed Contractors	\$1,000,000	\$1,200,000

A balanced budget is forecast for yearend 2025-26. Many expense items continue to arrive higher than budgeted, but the higher expenses are still expected to fall within revenues, aided by unfilled staff positions.





**Special Education contract costs continued to be elevated in March 2026.** The trend of increasing special education cases and more intensive needs continues to drive this expense category. Cost containment efforts are continuing, but the initial efforts will likely not appear in the cost reports until April. The contract costs are still offset by **continued open positions in Sped staffing.** **Filling the open special education positions without corresponding contract expense reduction could result in an overall budget deficit.**



Cost containment efforts include the recent hire of one education specialist (started March 1) to defer contracted services, as well as possible training of staff to avoid contracting behavioral aides. Efforts are also underway to hire additional staff to better oversee Sped services. We continue to seek to align contractors with County negotiated contracts. Increased use of intervention resources is being implemented as a mitigation to reduce excessive special education assessment activity. It is still too early to tell if the overruns can be resolved, or if we are facing a structural cost problem.

Careful cost management must be employed for the remainder of the year in order to achieve the forecast balanced budget at yearend.

# Budget Preview for 2026-27

## Revenues

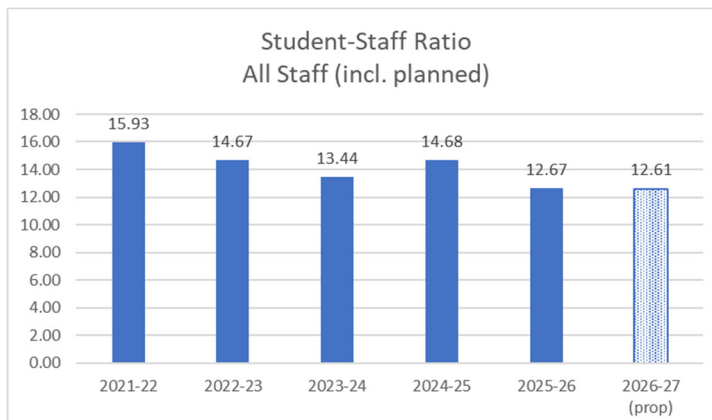
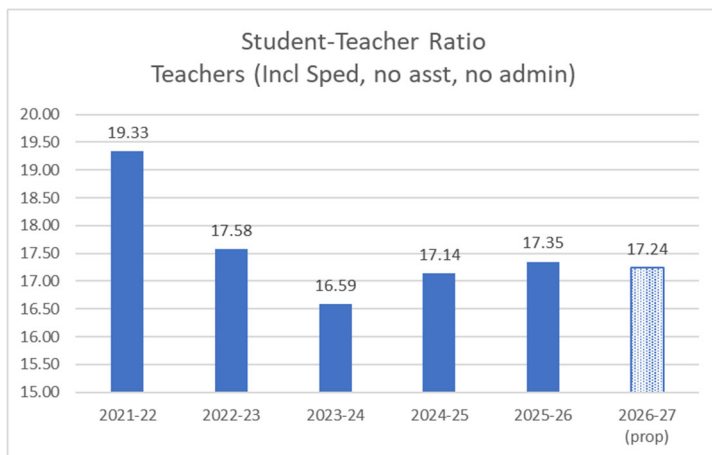
The governor has proposed an annual funding increase of 2.41% for 2026-27 which would apply to the base allocation as well as special education. In addition, some new one-time grant funding programs were proposed, as well as an extension of the Learning Recovery Emergency Block Grant. These are in addition to the ongoing Art and Music in Schools annual grant.

## Expenses

**The current year elevated expense trends are expected to materialize further in 2026-27.** Previous year expenses will be assessed to better forecast 2026-27 costs for each budget line item. However, total expenditures are not known at this time and will still not be fully known at the time of budget approval in June.

## Staffing

**Staffing costs are one of the largest expense categories, and the addition of staff creates a significant burden.** Generally, the school has been experiencing declining staffing efficiency. The ratio of students to teachers improved slightly in 2025-26, but the **ratio of students to all staff continued to decline** in 2025-26 and may again in 2026-27. This decline in staffing efficiency is a significant drag on budget outcomes for next year, and if it continues, could become a structural budget problem.

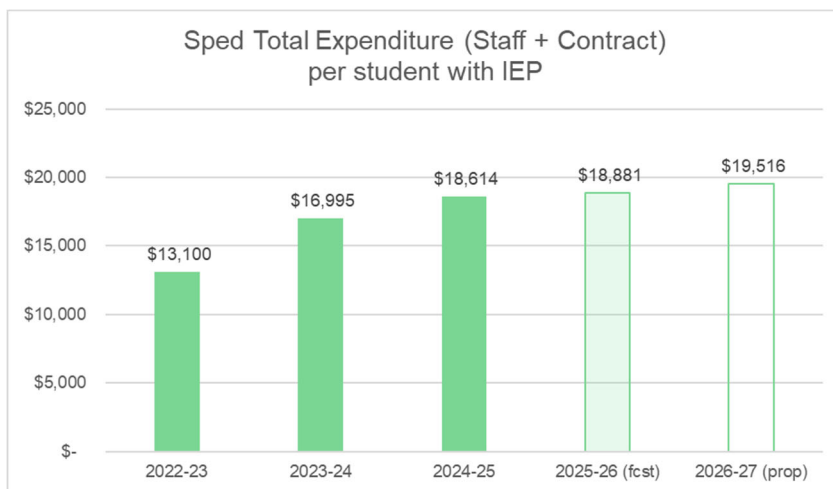


**The first review of 2026-27 staffing was completed, with requests made for increasing hours for 2 assistants on the Bothin campus, plus a possible behavioral aide.** The Special Education team is seeking a Mod-Severe Education Specialist, plus an Education Specialist focused on the Bothin campus. An Academic Specialist may be substituted for the Education Specialist on the Bothin campus depending on candidates. Another Academic Specialist for the Homeschool Program may also be substituted for an Education Specialist. This level of staffing may not be feasible and may result in a budget deficit.

**Staff efficiency is critical to sustainable operation.**

### Special Education

**There is a significant possibility that special education expenses will increase again in 2026-27.** Budget results for 2025-26 remain at elevated levels. Staff is in the process of seeking staff to replace contracts as well as to increase oversight, as well as seeking to replace contracts with County negotiated rates. Also, the increasing use of intervention in the current year has had results in reducing the need for IEP assessments. However, the recent trend of significant increases in students with IEP's as well as an increase in more intensive needs may continue in 2026-27. Special education contract expenses will need to be contained at 2025 levels or lower to avoid a budget deficit.



### Outcomes

Current 2026-27 budget drafts are showing narrow surplus or deficit figures. There may be opportunities to reduce some budget categories, as may be indicated by actual current year costs. **Persistent deficit readings on budget drafts may require resolution through program reductions.**

## Heartwood Charter School Governing Board

### Bothin Program Class Enrollment Limits 2026-27

12/09/2025 [Approved](#)

#### 2026-27 School Year

Class	Enrollment Status	Possible Advancement
TK 1 (youngest)	Open to capacity of 10 (minimum 10)	--
TK 2	Open to capacity limit of 16	--
K	Open to capacity limit of 20	16
1	Open to capacity limit of 24	19
2	Open to capacity limit of 22	19
3	Frozen enrollment and currently closed	20
4	Frozen enrollment and currently closed	26
5	Open to capacity limit of 21	18
6	Open to capacity limit of 21	18
7	Frozen enrollment and currently closed	19
8	Frozen enrollment and currently closed	19

**Open classes** may have room for additional students up to the stated capacity limit. Individual classes may have different size limits. Once the limit is reached, the classes are closed. Student withdrawals may be filled up to the limit.

**Closed classes** are currently closed to new students, but withdrawals may be filled up to the stated limit.

**Frozen enrollment classes** are currently closed to new students and only currently enrolled students will be admitted. There is not a stated class size limit, and withdrawals will not be filled. Additional students may be admitted if recommended by Administration and approved by the Governing Board.

**Limited classes** are closed with a limited number of new students allowed. After the new student limit is reached, the class will be again closed and frozen. There is not a stated class size limit, and withdrawals will not be filled.