

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: [\(US\) +1 669-444-9171](tel:+16694449171) Passcode: 504618

Or by video conference

Join Zoom Meeting: <https://us06web.zoom.us/j/84878747468?pwd=68aeeALYp0B5E7chkMWonEaA3andbl.1&jst=2>

Tuesday May 19, 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 a revision of the Salary Schedule and approve, defer or agree to study further.
 - D. The Board will consider the bonus schedule 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

May 19, 2026

Budget Forecast for 2025-26 School Year

Enrollment and attendance remained very high during the second half.

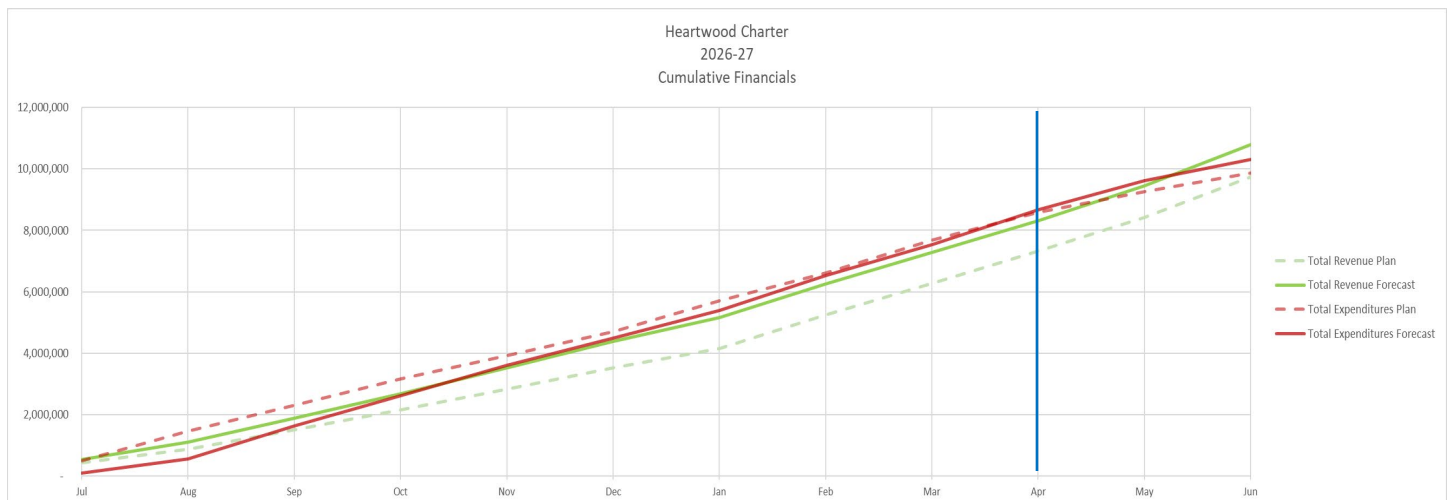
Revenues will be solidly higher.

Expenses are higher in several categories but are stabilizing. These elevated costs are not accelerating and are falling well within revenues.

Special Education contract costs continued to be elevated in April 2026. The trend of increasing special education costs is remaining high but is not accelerating. Cost containment efforts are continuing. We won't know the full extent of special education expenditures until all billings arrive later in the year.

Careful cost management must continue to be employed.

A balanced budget with a comfortable surplus is forecast for yearend 2025-26. Many expense items continue to arrive higher than budgeted, but the higher expenses are forecast to fall well within revenues. The budget surplus is increased somewhat by unfilled staff positions.



Budget Preview for 2026-27

Revenues

The state budget May Revision proposes a very large general funding increase of 4.31% for 2026-27 which would apply to the base allocation. A large increase is proposed for special education base funding. Still more, a large increase in one-time funding in the form of the Student Support...Grant is proposed, while the ongoing Art and Music in Schools annual grant remains at the same level. If all of these increases materialize, this would result in a very significant increase in funding for the upcoming year, which provides relief for rising costs.

Expenses

The current year elevated expense trends are expected to continue in 2026-27. Current 2025-26 school 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. In addition, we will need to begin making room for expected budgetary changes resulting from renewal.

Staffing

Staffing costs are one of the largest expense categories, and efficiency in staffing will remain critical to sustainable operation. 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. The school must select additional staff carefully, in order to guard against structural budget problems.

The Staffing Plan will be finalized in the coming weeks and will be presented for approval with the Proposed Annual Budget. The Special Education team is seeking a Mod-Severe Education Specialist, plus an Education Specialist focused on the Bothin campus. Academic Specialists may be substituted for the Education Specialists as in both programs as 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.

Special Education

There is a significant possibility that special education expenses will increase again in 2026-27. Budget results for 2025-26 remain under watch, but the large increase in base special education funding should aid in bringing this expense category back in balance.

Outcomes

Current 2026-27 budget drafts are now showing a comfortable surplus. There may be opportunities to reduce some budget categories.

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.

One-Time Stipend for Heartwood Staff
2025-26 School Year
5/19/2026

Welcome Back Bonus for Staff Returning in 2026-27 School Year (3)

	Qualifying Thresholds (>=)			Months of 25-26 Worked (2) (>=)		
	FTE (1)		Av Wk Hrs	9	6	2
Greater than	0.7		28	\$2,000	\$1,500	\$1,000
Greater than, but less than above	0.5		20	\$1,500	\$1,000	\$500
Greater than, but less than above	0.1		4	\$1,000	\$500	\$500
Less than	0.1		4	\$0	\$0	\$0

Thank You Bonus for Staff Employed in 2025-26 School Year (4)

	Qualifying Thresholds (>=)			Months of 25-26 Worked (2) (>=)		
	FTE (1)		Av Wk Hrs	9	6	2
Greater than	0.7		28	\$1,500	\$1,125	\$750
Greater than, but less than above	0.5		20	\$1,125	\$750	\$375
Greater than, but less than above	0.1		4	\$750	\$375	\$375
Less than	0.1		4	\$0	\$0	\$0

- (1) FTE determined by 3 month average FTE equivalent as of 4/30/2026, or by assigned fixed FTE
- (2) Months determined by number of months worked in 25-26 school year, excluding leave
- (3) Employees signing 2026-27 contract as of 6/15/2026
- (4) For employees actively employed and actively working or temporary leave as of 4/30/2026

Next Yr ("Welcome") Bonus (3)	\$2,000
Current yr ("Thank you") Bonus (4)	\$1,500
Total Bonus to be Paid	\$210,125
Est. Total Expenditure incl. Benefits	\$242,484