

Minutes-Unapproved
Ocean Charter School Board Meeting
October 4, 2018

Called to order by Josh Dome and convened at 6:35pm.

Board members present: Josh Dome, Jason Haas, Melodie Metzger, Zach James, Dan Wierzba, Sue Ingles, Laura Stoland and November McIlhargey

Dominique Djedje, Mark Galanty and Edward Eadon were absent.

A quorum was present.

Also present: OCS Executive Director, Stephanie Edwards; OCS Director, Kristy Mack-Fett; OCS Business Manager, Nancy O'Rourke; Ayanthy Peiris of Excellent Education; OCS teachers Abby Malan, Lillian Higashi and Elizabeth Seward

Open Forum

There were no speakers for open forum.

MOTION: Josh Dome moved to switch agenda item #3 with agenda item #4.

November McIlhargey seconded the motion. Josh Dome, Jason Haas, Melodie Metzger, Zach James, Dan Wierzba, Sue Ingles, Laura Stoland and November McIlhargey voted in favor. Motion passed.

High-Impact, Low-Cost Mentoring

Elizabeth Seward made a presentation to the Board about mentoring at OCS. She reviewed the current ways in which the school is investing in mentoring of teachers and staff. She also highlighted ideas for additional mentoring that would be create a more consistent and harmonized school experience for the children.

Site

Josh Dome, Jason Haas and Dan Wierzba gave an update on the Panama construction project. The concrete for the parking garage was poured today. It will take several days for the concrete to set and cure. Once that is complete, the next stage will be building walls for the main structures. The project is still running on time for a March 2020 completion date. There are no change orders pending at this time.

Our 3rd grade class got to visit the site on Panama during their neighborhood clean-up day. Peter Mayor, our construction manager was able to talk to the students about the project and take their questions. They were very excited to see the process and they hope to visit again soon.

Finance

Ayanthy presented the August 2018 financial statements and check register. They show an operating net income of \$14,000, which is \$5,000 above budget. This is

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compared to the \$58,000 operating net income projected at last month's meeting. The change is in part due to higher certificated staff salaries and benefits costs.

MOTION: Laura Stoland moved to approve the August 2018 financial statements and check register. Melodie Metzger seconded the motion. Josh Dome, Jason Haas, Melodie Metzger, Zach James, Dan Wierzba, Sue Ingles, Laura Stoland and November McIlhargey voted in favor. Motion passed.

Nancy O'Rourke presented a report to the Board detailing the multiple quotes received for copier service to our Del Rey campus. Our current provider, CBE, came in with the most comprehensive and competitively priced 5-year service agreement.

MOTION: Jason Haas moved to authorize OCS administrators to execute a 5-year copier service contract with CBE with a projected value up to \$35,000. Zach James seconded the motion. Josh Dome, Jason Haas, Melodie Metzger, Zach James, Dan Wierzba, Sue Ingles, Laura Stoland and November McIlhargey voted in favor. Motion passed.

Board Compliance

The Board discussed the OCS Compliance Policies and Procedures. Additionally, the Board discussed the compliance requirements for Board members including Brown Act training and form 700 filing. A Brown Act training will be conducted in November for any Board member who may need it. Board members were asked to submit or update their personal bios and resumes that are on file with the school.

MOTION: Josh Dome moved to approve the 2018-19 OCS Compliance Policies and Procedures. Zach James seconded the motion. Josh Dome, Jason Haas, Melodie Metzger, Zach James, Dan Wierzba, Sue Ingles, Laura Stoland and November McIlhargey voted in favor. Motion passed.

Director's Report

Stephanie Edwards provided the director's report to the Board. Every 3 years, LAUSD conducts an audit of OCS's special education records. This year, that review will take place on November 30th. The process engages parents as well and faculty and staff.

Our annual LAUSD site review is scheduled for December 5th & 7th. We will meet with our charter oversight supervisor and her team both days.

One of our 7th grade teachers has resigned recently to focus on their family and personal health. We have conducted interviews for a replacement and have some promising candidates under consideration. We will announce the new hire as soon as it is finalized.

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Approval of Minutes

The Board reviewed the minutes from the September 6, 2018 Board meeting.

MOTION: Sue Ingles moved to approve the minutes from the September 6, 2018 Board meeting. Josh Dome seconded the motion. Josh Dome, Jason Haas, Melodie Metzger, Zach James, Dan Wierzba, Sue Ingles, Laura Stoland and November McIlhargey voted in favor. Motion passed.

Educational Equity: Immigration and Citizenship Status

The Board reviewed the Educational Records and Student Information policy. This policy ensures appropriate handling of confidential information and responses to information requests.

MOTION: Jason Haas moved to approve the OCS Educational Records and Student Information Policy. Dan Wierzba seconded the motion. Josh Dome, Jason Haas, Melodie Metzger, Zach James, Dan Wierzba, Sue Ingles, Laura Stoland and November McIlhargey voted in favor. Motion passed.

CLOSED SESSION: Board Members and Administrators Only

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Closed session pursuant to paragraphs (1), (2), and (4) of subdivision (d) of Government Code Section 54956.9. Anticipated Litigation: 1 matter. Counsel: Matejka Handley

CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to section 54957.6 Conference with Labor Negotiator – Agency designated representatives: Chastin Pierman, Stephanie Edwards and Kristy Mack-Fett. Employee Organization: OCTA

Stephanie Edwards and Kristy Mack-Fett left the meeting at 9:40pm.

CLOSED SESSION: Board Members Only

Public Employee: Contract Approval-Position: Executive Director.

The board reconvened to Open Session at 10:04pm.

The Board took no action in the closed session.

The meeting was adjourned at 10:05pm.

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