

Minutes-Approved
Ocean Charter School Board Meeting
December 3, 2020

Called to order by Laura Stoland and convened at 6:33pm.

Board Members Present: Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton.

Board Members Absent: Mark Galanty, Zach James, and Dominique DjeDje

A quorum was present.

Also present: OCS Executive Director, Stephanie Edwards; OCS Executive Director, Kristy Mack Fett; OCS H.R. Coordinator, Debbie Tripp; OCS Business Manager, Nancy O'Rourke; and Ayanthy Peiris of Excellent Education.

Open Forum

There were no speakers for open forum.

Finance

Ayanthy Peiris shared the October 2020 financial records and check register. The operating net income for this year is -\$1.2M compared to \$7K in the Board approved budget. This variance is due in part to the over-allocation payments to LAUSD and augmentation revenue coming in under budget by \$1.4M due to construction expenses being recognized as revenue to the prior year.

MOTION: Tammy Stanton moved to approve the October 2020 financial records and check register. Sue Ingles seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton voted in favor. Motion passed.

Ayanthy presented the 1st interim report, which is comprised of actuals through October 2020 and projected financials through June 2021.

MOTION: Tammy Stanton moved to approve the 1st interim report. Jason Haas seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton voted in favor. Motion passed.

Ayanthy informed the Board that the fiscal year audit is not ready for review yet. It will be presented at the January 2021 Board meeting and is due by March 2021.

ACTION ITEM: The Board will select and appoint the audit committee at the January 2021 Board meeting.

The Board reviewed and discussed the parent budget overview for FY 2020-21.

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MOTION: Laura Stoland moved to approve the parent budget overview for FY 20-21, pending confirmation of high-needs allocation. Dan Wierzba seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton voted in favor. Motion passed.

The Board discussed the renewal of the line of credit from Hanmi Bank. The school will continue to need access to these funds due to the deferrals expected in 2021.

MOTION: Laura Stoland moved to ratify the renewal agreement for the Hanmi Bank line of credit. Dan Wierzba seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton voted in favor. Motion passed.

Ayanthy presented the school's deferral exemption application. There are limited state funds available for deferral exemption applicants. The school is applying with the hope of approval that would improve our overall financial outlook for 2021.

MOTION: Tammy Stanton moved to approve the deferral exemption application. Anna Berk seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton voted in favor. Motion passed.

Fundraising

Laura Stoland gave a report on the Capital Campaign and parent volunteer efforts on grant applications being submitted on OCS's behalf.

Report from the Parent Collective Coordinator of Fundraising

Anna Berk gave a report on the pledges received to date for AFG. Current pledges exceed our goal for the year, however collections continue. She also shared an update about other fundraising events such as Book Faire, spirit-wear sales and the sale of remaining silent auction items.

School Reopening

Kristy Mack Fett and Stephanie Edwards shared an update on the work of the Reopening Task Force. The focus of the task force's work is currently on developing a plan to begin proctored distance learning for high-needs students starting in February and, under the state's waiver, beginning small group, in-person instruction for TK-2nd grade starting in March.

Diversity, Equity and Inclusion Committee

Ed Eadon shared a report on the recent work of the Diversity, Equity and Inclusion Committee. They continue to work on the new communication protocols and hope to share the final version soon.

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Director's Report

Kristy Mack Fett and Stephanie Edwards provided the director's report. They reviewed the school's diversity benchmarks for this year. They are largely unchanged, with the exception of a shift from 22% socio-economically disadvantaged students to 16%. The reasons for this shift are not immediately clear. They will be reviewing the data further to try and determine the cause of this change.

Site

Dan Wierzba provided an update on site. The B-permit work continues, with the street repaving being nearly complete. The contractor is working through the changes on the punch list. Substantial completion of the project is expected by December 24, 2020.

The Board discussed the selection of a 3rd party auditor for the Panama construction project. Jim Bush provided feedback on the candidates being considered, recommending auditor, Christy White, whose bid is one of the most competitive.

MOTION: Ed Eadon moved to approve the selection of 3rd party auditor, Christy White. Tammy Stanton seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton voted in favor. Motion passed.

Compliance Monitoring Policies and Procedures

Kristy Mack Fett and Stephanie Edwards shared the compliance monitoring policies and procedures, including updates discussed at the last Board meeting.

MOTION: Laura Stoland moved to approve the OCS compliance policies and procedures. Anna Berk seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton voted in favor. Motion passed.

Approval of Minutes

The Board reviewed the draft minutes from the November 5, 2020 Board meeting.

MOTION: Jason Haas moved to approve the minutes from November 5, 2020 Board meeting. Laura Stoland seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Anna Berk, November McIlhargey, Dan Wierzba, and Tammy Stanton voted in favor. Ed Eadon abstained. Motion passed.

The meeting was adjourned at 8:27pm.