

Minutes-Approved  
Ocean Charter School Board Meeting  
February 4, 2021

**Called to order by Laura Stoland and convened at 6:34pm.**

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

Board Members Absent; 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; and Ayanthy Peiris of Excellent Education.

### **Open Forum**

There were no speakers for open forum.

November McIlhargey joined the meeting at 6:36pm.

### **Finance**

Ayanthy presented a multi-year review of actual costs and trends over the last 3 years. This review compared revenues and expenses side-by-side and included a breakdown of costs per student each year. The members discussed how the Board and Finance Committee can use this data to budget in the future.

Ayanthy Peiris shared the December 2020 financial records and check register. The operating net income for this year is projected to be -\$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 December 2020 financial records and check register.** Mark Galanty seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, Dan Wierzba, Mark Galanty, November McIlhargey, and Tammy Stanton voted in favor. Motion passed.

Tammy gave a report about the most recent Finance Committee meeting. The committee reviewed the multi-year report presented by Ayanthy. The committee also discussed the recommended make-up of the audit committee, which Tammy shared.

**MOTION: Tammy Stanton moved to appoint Dan Wierzba, Sue Ingles and Amanda Siegel to the audit committee.** Anna Berk seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, Dan Wierzba, Mark Galanty, November McIlhargey, and Tammy Stanton voted in favor. Motion passed.

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The Board discussed allocating AFG funds in excess of the annual budget target to the Capital Campaign, which has a balance of \$1M as of January 2021.

**MOTION: Sue Ingles moved to direct Annual Family Giving funds in excess of the annual budget target to the Capital Campaign, as stated in the resolution attached here as Exhibit A, as amended.** November McIlhargey seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, Dan Wierzba, Mark Galanty, November McIlhargey, and Tammy Stanton voted in favor. Motion passed.

The Board reviewed the 2019-20 SARC.

**MOTION: Ed Eadon moved to approve the 2019-20 SARC.** Anna Berk seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, Dan Wierzba, Mark Galanty, November McIlhargey, and Tammy Stanton voted in favor. Motion passed.

Kristy shared that multiple quotes for custodial services are still being finalized. This item will be tabled to the March 2021 Board meeting.

### **Fundraising**

Laura Stoland gave a report on outstanding grant applications being submitted on OCS's behalf. There are approximately five in process. She hopes to have more to report soon.

The Board discussed campus naming opportunities on the Panama Site. Efforts to raise Capital Campaign funds through naming contributions have been moderately successful to date. However, some of the largest naming opportunities remain open. Continuing efforts to secure donors interested in naming opportunities would be bolstered by structuring the contribution thresholds for each one. The Board discussed the methodology that was used to establish the contribution thresholds for naming rights already claimed.

**MOTION: Jason Haas moved to grant the Board Chair and Executive Directors authority to designate naming contribution amounts of OCS facilities.** Dan Wierzba seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, Dan Wierzba, Mark Galanty, November McIlhargey, and Tammy Stanton voted in favor. Motion passed.

### **Form 700**

Information was shared with Board members about the required annual Form 700 filing. Board members are asked to complete their forms and submit them to Sue Ingles by March 5, 2021.

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### **Report from the Parent Collective Coordinator of Fundraising**

Anna Berk shared that the Parent Collective took a break over the holidays, but are now planning for this year's Silent Auction, scheduled for March 21, 2021. OCS Parties fundraisers are also continuing. The virtual events held to date have been well received. The school currently has \$240K in AFG pledges, which is over our goal. This is encouraging since it is still early in the year. The AFG Captain and Parent Collective plan to conduct an analysis on prior giving patterns and hope that the data will guide messaging on AFG.

### **Diversity, Equity and Inclusion Committee**

Ed Eadon shared that the DEIC hasn't yet held another meeting. They are scheduled to meet later this month and will report at the March 2021 Board meeting.

### **Site**

Dan Wierzba provided an update on site. The project has reached 99.79% completion. The contractors are testing the facility systems and will provide service contracts and warranties upon beneficial occupancy.

### **School Reopening**

Kristy Mack Fett shared the most recent guidance we've received from the county and the state about school reopening. The recommendation for students in TK-2 returning to in-person learning has been expanded to include TK-6. COVID-19 case rates in the area have decreased enough for schools to reopen under these guidelines. The reopening task force will continue to meet and plan for both Tier 1 and Tier 2 in-person learning.

### **Director's Report**

Stephanie Edwards provided the director's report. The Alliance Conference held last month offered many rich opportunities for educators to engage with one another about public Waldorf Education. She shared some of the workshop topics that she and Kristy participated in. Some of the new ideas they learned at the conference have already been implemented in faculty meetings.

### **Approval of Minutes**

The Board reviewed the draft minutes from regular and special Board meetings on January 7, 2021, January 28, 2021, and February 1, 2021.

### **MOTION: Sue Ingles moved to approve the minutes from January 7, 2021**

**Board meeting.** Ed Eadon seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, Dan Wierzba, Mark Galanty, November McIlhargey, and Tammy Stanton voted in favor. Motion passed.

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**MOTION: Tammy Stanton moved to approve the minutes from January 28, 2021 special Board meeting.** Laura Stoland seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, Dan Wierzba, Mark Galanty, November McIlhargey, and Tammy Stanton voted in favor. Motion passed.

**MOTION: Jason Haas moved to approve the minutes from February 1, 2021 special Board meeting, as amended.** November McIlhargey seconded the motion. Laura Stoland, Jason Haas, Sue Ingles, Ed Eadon, Anna Berk, Dan Wierzba, Mark Galanty, November McIlhargey, and Tammy Stanton voted in favor. Motion passed.

The meeting was adjourned at 7:58pm.

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**Exhibit A**

**Resolution passed by the OCS Board of Trustees on February 5, 2021.**

*Annually, the OCS Board of Trustees will allocate Annual Family Giving Fund (AFG) contributions in excess of the annual budget target as restricted net assets to the remaining Capital Campaign balance of \$1M as of January 2021. The OCS Board of Trustees reserves the right to redirect excess AFG funds should a budget emergency arise; redirection of AFG funds from the Capital Campaign will require a majority of the Board of Trustees approving such action. This annual allocation will remain in effect until the remaining Capital Campaign balance is \$0.*